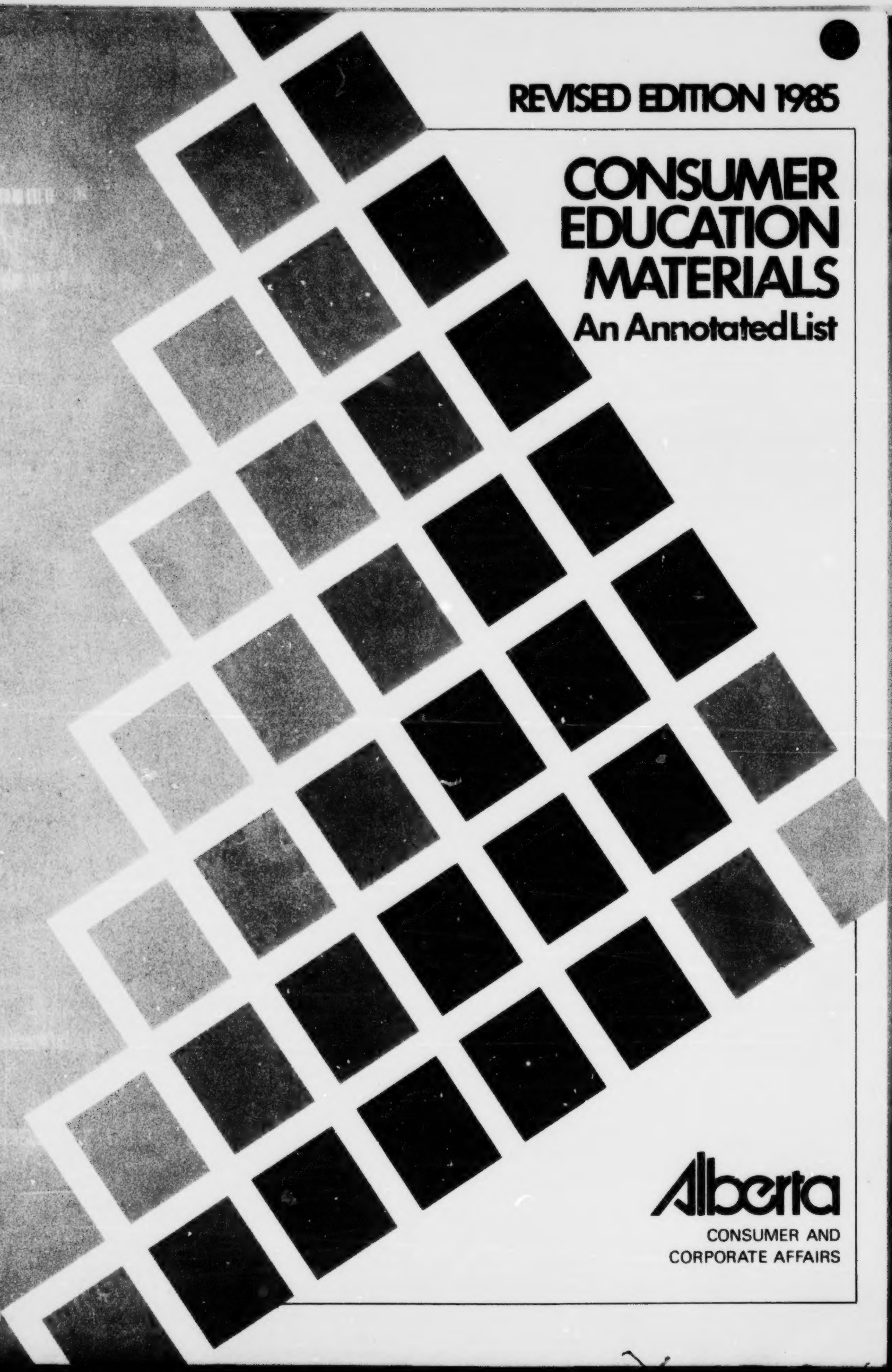


REVISED EDITION 1985

CONSUMER EDUCATION MATERIALS

An Annotated List

Alberta

CONSUMER AND
CORPORATE AFFAIRS

CONSUMER EDUCATION MATERIALS:
AN ANNOTATED LIST

REVISED EDITION
1985

ALBERTA CONSUMER AND CORPORATE AFFAIRS
CONSUMER EDUCATION AND INFORMATION
RESOURCE CENTRE

TABLE OF CONTENTS

Page

INTRODUCTION 1

A CLASSIFICATION OF CONCEPTS IN CONSUMER EDUCATION 3

I. COMPREHENSIVE WORKS AND CONSUMER EDUCATION 5

II. CONSUMERS AND CONSUMER BEHAVIOUR 11
  A. Values and Decision-Making 11
  B. Lifestyles 15
  C. Advertising, Marketing, Salesmanship 17
  D. Consumers: 25
    i. General 25
    ii. Special Groups 27

III. FINANCIAL MANAGEMENT 39
  A. Money Management 39
  B. Credit 52
  C. Investment 57
  D. Insurance 61

IV. BUYMANSHIP 63
  A. Buying Practices 63
  B. Food and Nutrition 68
  C. Housing 72
  D. Automobiles 77
  E. Professional Services 79
  F. Other 80

V. RIGHTS, RESPONSIBILITIES AND REDRESS 82
  A. Consumer Protection 82
    i. Consumer Laws and Assistance 82
    ii. Conserver Society, Energy Conservation and Environmental Issues 86
    iii. Product Safety 90
    iv. Fraud, Deceptive and Unfair Practices 91

  B. Consumer Advocacy 93
    i. Complaint Methods and Action Strategy 93

VI. ECONOMICS 95
  A. Economic System 95
  B. Prices, Inflation and Taxation 100
  C. Business 101

VII. MISCELLANEOUS 103

VIII. PERIODICALS 109

PAMPHLET SOURCES 111

SUPPLIERS 114

AUTHOR/TITLE INDEX 121

INTRODUCTION

Educators and helping professionals need access to high quality learning resources in order to offer effective consumer education programs.

This list represents materials (including A-V) held by the Alberta Consumer and Corporate Affairs Resource Centre as a preview and lending collection for educators considering the use of consumer education material in their programs. The bibliography is designed to assist educators and librarians select items for various subject areas and audience levels.

This publication has been completely revised; the previous edition and yearly updates are now obsolete and should be discarded. As the collection is continually expanding, updates to this list will be published yearly. Borrowers can consult the Resource Centre's automated catalogue for monthly acquisitions as well as additional material suitable for research or special projects.

FORMAT

This edition sees a change in the organization of materials which will facilitate easy access. Citations are accompanied by descriptive annotations and are arranged in the Materials section within broad subject categories by author. The Periodicals section is separate, listing magazines by title. Included is an Author-Title Index as well as a list of free Pamphlet Sources. A directory of Suppliers provides addresses for purchasing purposes.

DIRECTIONS FOR USE

If the author or title is known, the alphabetical Index should be used. If the subject is known, a quick look at the Table of Contents should determine which subject heading is most relevant and the page numbers listed will direct you to the corresponding material. A Classification of Consumer Concepts in Consumer Education (Figure 1 and 2) is included in this edition to help educators match terminology used to describe programs and courses to terminology used to classify materials. It may be useful to pick out key words from programs or curricula, relate them to consumer concepts, then turn to the Table of Contents subject categories.

ABBREVIATIONS AND CODES

In selecting materials, preference has been given to **Canadian** publications.
These are indicated by **heavy type.**

The following abbreviations have been used to suggest appropriate grade levels:

		Examples:	
pr	primary	pr-ue	- for primary and upper elementary students
ue	upper elementary	jh-a	- for junior high, senior high and adult groups
jh	junior high	tg/sh	- Teacher's guide for teaching senior high
sh	senior high		
tg	teacher's guide		
a	adult classes		

The price range of each entry is an approximation and should be used as a guideline to actual cost:

$0 - $5.99
$6.00 - $12.99
$13.00 - $20.99
$21.00 - $30.00
$31.00 - $50.00

Materials over $50.00 have been rounded up in sums of $25.00, starting with $75.00. Other designations are as follows:

Free
Available on loan from Resource Centre
Limited distribution, contact publisher

The following abbreviations are used in the citations:

ed.	- edition	p.	- page	tg.	- teacher's guide
n.a	- not available	rev.	- revised	varied	- unpaged
n.d.	- no date	supp.	- supplement	various	- miscellaneous items

PREVIEWING MATERIALS

Materials can be previewed in the Resource Centre. Educators are invited to come and browse through the collection. The address of the Resource Centre is:

Resource Centre
Alberta Consumer and Corporate Affairs
Main Floor, Garneau Professional Centre
11044 - 82 Avenue
Edmonton, Alberta
T6G 0T2 (403) 427-5215

Hours: 8:15 a.m. - 4:30 p.m. Monday, Thursday, Friday.
8:15 a.m. - 9:00 p.m. Tuesday, Wednesday (mid-September through May)

PURCHASING MATERIALS

Materials must be purchased directly from the supplier listed in the entry for each item. A Directory of Suppliers is included to facilitate the acquisition of materials. **The Resource Centre does not sell any of the materials listed. The materials in the Centre's collection are available on a free loan basis.**

BORROWING MATERIALS

Materials listed in this bibliography are available for loan to educators for a three-week period including mailing time. Requests may be placed by phone or mail and should include the full title, author and LC book number if available. A prepaid return mailing label is provided. Contact the Resource Centre at the above address.

The Resource Centre's collection of 16 mm films is held at the Provincial Film Library. They may be borrowed for 3 to 5 days and can be booked by title and CAF number through the Resource Centre or through the Provincial Film Library at:

Provincial Film Library
11510 Kingsway Avenue
Edmonton, Alberta
T5G 2Y5 (403) 427-4381

CONSULTATIVE SERVICES

Consumer education personnel in the Department's six regional offices are available to help teaching professionals incorporate consumer education into their regular programs or curricula.

CALGARY REGIONAL OFFICE
7015 McLeod Trail, South
P.O. Box 5880, Postal Station A
CALGARY, Alberta
T2H 2M9 253-0909

EDMONTON REGIONAL OFFICE
3rd Floor, Capilano Centre
9945 - 50 Street
EDMONTON, Alberta
T6A 0L4 427-5782

FT. MCMURRAY REGIONAL OFFICE
Ft. McMurray Provincial Building
5th Floor, West Tower
9915 Franklin Avenue
FT. MCMURRAY, Alberta
T9H 2K4 743-7231

LETHBRIDGE REGIONAL OFFICE
#300 Professional Building
740 - 4 Avenue South
LETHBRIDGE, Alberta
T1J 0N8 329-5360

PEACE RIVER REGIONAL OFFICE
9621 - 96 Avenue, Bag 900, Box 9
PEACE RIVER, Alberta
T0H 2X0 624-6214

RED DEER REGIONAL OFFICE
2nd Floor, Provincial Building
4920 - 51 Street
RED DEER, Alberta
T4N 6K8 340-5241

A CLASSIFICATION OF CONCEPTS IN CONSUMER EDUCATION

FIGURE 1: CONCEPT SYSTEM

I. DECISION MAKING

A. External Factors Affecting Consumer Decisions

- Economic System *
  - Mixed Economy
  - Scarcity
  - Supply and Demand
  - Price
  - Competition
  - Economic Problems
    - Unemployment
    - Inflation

* Additional economic concepts which are closely related to important consumer education concerns include: economic concentration, monetary policy, fiscal policy, productivity, economic growth, international trade, interdependence, and income distribution.

- Political System
  - Government
  - Public Policy
  - Regulation
  - Interest Groups
  - Power

- Social System
  - Roles
  - Status
  - Cultural Values
  - Standard of Living
  - Quality of Life
  - Discrimination
  - Social Change
    - Household Composition
    - Work Force Composition
  - Advertising

- Ecological Influence
  - Environmental Protection
  - Conservation of Resources
  - Energy Alternatives

- Technological Influence
  - Communications Technology
  - Computer Technology
  - Scientific Innovation
  - Engineering Advances

B. Personal Factors Affecting Consumer Decisions

- Resources
  - Financial Resources
  - Human Resources
    - Time
    - Energy
    - Knowledge
    - Skill
  - Natural Resources
  - Community Resources

- Life Cycle
  - Age
  - Income
  - Household Composition

- Values and Goals
  - Psychological Influences
  - Societal Values
  - Individual Values
  - Value Clarification
  - Goal Setting

- Needs and Wants
  - Individual Needs
  - Societal Needs

- Life Style

C. Decision-Making Process

- Problem-Issue

- Information
  - Sources of Information
  - Gathering of Information
  - Availability of Information
  - Costs of Information
  - Evaluation of Information

- Alternatives

- Consequences

- Decision-Action
  - Criteria
  - Opportunity Cost
  - Trade-Offs
  - Consumer Behaviour

- Evaluation

II. RESOURCE MANAGEMENT

A. Financial Planning

- Obtaining Financial Resources
    - Employment Income
    - Retirement Income
    - Investment Income
    - Public Assistance

- Spending Plan
    - Recordkeeping
    - Budgeting

- Borrowing
    - Credit Agreements
    - Credit Sources
    - Credit Costs
    - Credit Rating
    - Credit Cards

- Saving

- Investing

- Protecting
    - Life Insurance
    - Health Insurance
    - Property Insurance
    - Automobile Insurance
    - Social Security Insurance

- Taxpaying

B. Purchasing

- Shopping Decisions
    - Comparison Shopping
    - Alternative Markets
    - Contracts

- Goods
    - Food
    - Clothing
    - Housing
    - Furnishings and Appliances
    - Transportation
    - Recreation and Leisure

- Services
    - Community Services
    - Death Related Services
    - Education Services
    - Financial Services
    - Health Services
    - Legal Services
    - Maintenance and Repair Services
    - Government Services

C. Conserving

- Diminishing Resources

- Efficient Use

- Resource Substitution

III. CITIZEN PARTICIPATION

A. Consumer Protection

- Consumer Rights
    - Redress
    - Safety
    - Information
    - Choice
    - Unfair Practices

- Consumer Responsibilities
    - Ethical Behavior
    - Effective Performance
    - Environmental Protection

- Consumer Laws
    - Informative Laws
    - Protective Laws
    - Enabling Laws

- Consumer Assistance
    - Government Agencies
    - Community Agencies
    - Business Assistance

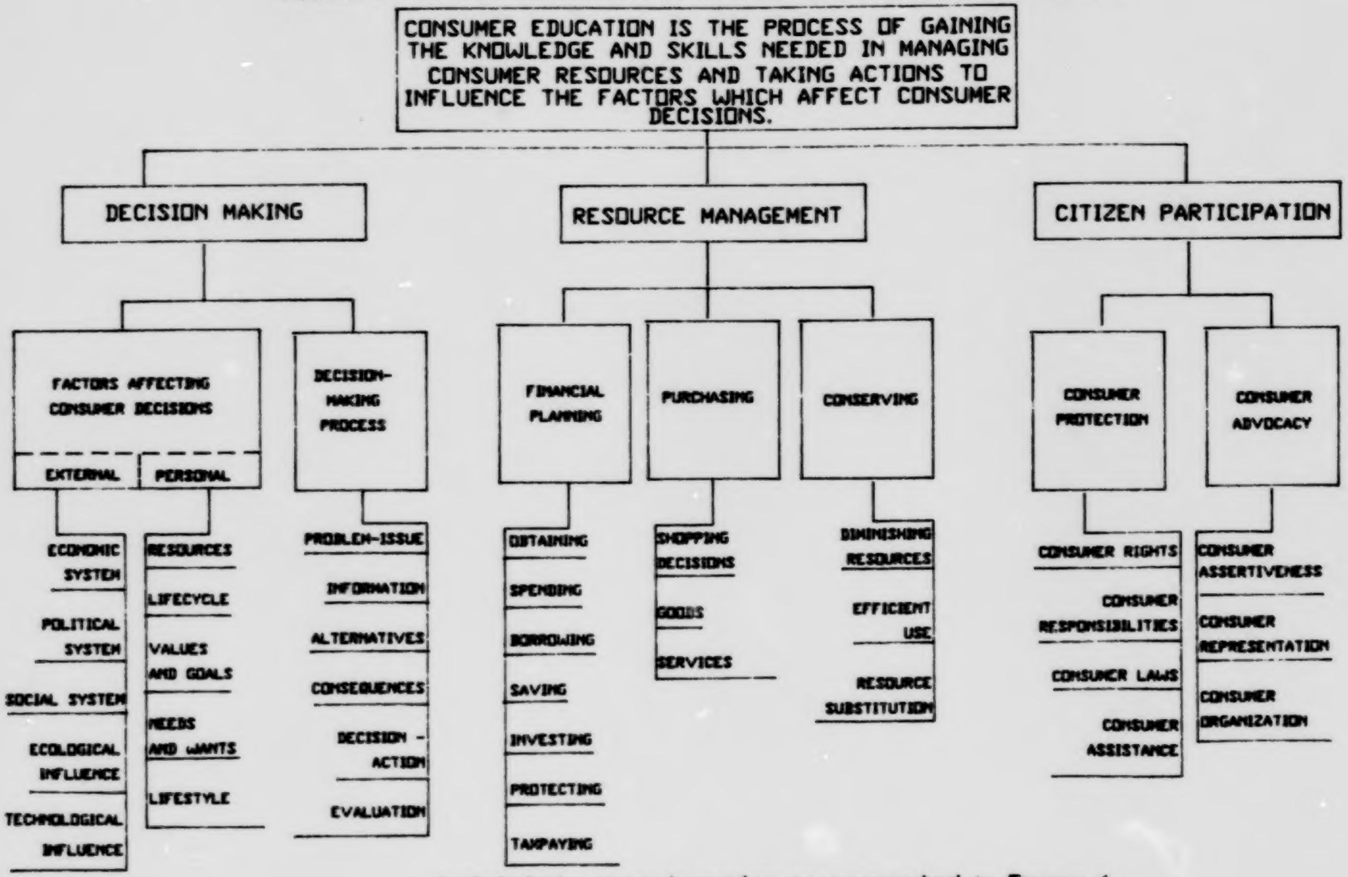
B. Consumer Advocacy

- Consumer Assertiveness
    - Effective Communication
    - Complaint Procedures
    - Stress Management
    - Conflict Resolution

- Consumer Representation
    - Public Membership
    - Regulatory Commission
    - Public Hearing
    - Consumer Advisory Panel

- Consumer Organization
    - Organizing Strategies
    - Action Strategies
    - Consumer Groups
        - State and Local Groups
        - National Groups
        - International Groups
        - Cooperatives

FIGURE 2: A CLASSIFICATION OF CONCEPTS IN CONSUMER EDUCATION


CONSUMER EDUCATION IS THE PROCESS OF GAINING THE KNOWLEDGE AND SKILLS NEEDED IN MANAGING CONSUMER RESOURCES AND TAKING ACTIONS TO INFLUENCE THE FACTORS WHICH AFFECT CONSUMER DECISIONS.
DECISION MAKING
RESOURCE MANAGEMENT
CITIZEN PARTICIPATION
FACTORS AFFECTING CONSUMER DECISIONS
EXTERNAL
PERSONAL
DECISION-MAKING PROCESS
FINANCIAL PLANNING
PURCHASING
CONSERVING
CONSUMER PROTECTION
CONSUMER ADVOCACY
ECONOMIC SYSTEM
POLITICAL SYSTEM
SOCIAL SYSTEM
ECOLOGICAL INFLUENCE
TECHNOLOGICAL INFLUENCE
RESOURCES
LIFECYCLE
VALUES AND GOALS
NEEDS AND WANTS
LIFESTYLE
PROBLEM-ISSUE
INFORMATION
ALTERNATIVES
CONSEQUENCES
DECISION - ACTION
EVALUATION
OBTAINING
SPENDING
BORROWING
SAVING
INVESTING
PROTECTING
TAXPAYING
SHOPPING DECISIONS
GOODS
SERVICES
DIMINISHING RESOURCES
EFFICIENT USE
RESOURCE SUBSTITUTION
CONSUMER RIGHTS
CONSUMER RESPONSIBILITIES
CONSUMER LAWS
CONSUMER ASSISTANCE
CONSUMER ASSERTIVENESS
CONSUMER REPRESENTATION
CONSUMER ORGANIZATION

A detailed concept system is presented in Figure 1.

ADAPTED FROM: Bannister, Rosella, and Monsma, Charles.
Classification of Concepts in Consumer Education.
Ypsilanti, MI: Michigan Consumer Education Center, 1981.

I. COMPREHENSIVE WORKS AND CONSUMER EDUCATION

Abate, Susan, and Lucia, Nancy Farrell. Consumer Power: Classroom Strategies for Consumer Education (Book). Glenview, IL: Scott, Foresman & Co., 1983.

A compilation of student activities used in a successful Consumer Education course for junior and senior students, this teacher's guide covers the topics: decision-making, banking, wise buying, credit, contracts, buying a car, insurance, consumer rights and living on your own. Each topic is divided into four areas: teaching strategies, teacher resources, teacher background and reproducible student activities. The many examples of actual forms used in day-to-day living, the many hands-on activities, and the final study project, "Living on Your Own", in which each student experiences the cost of living, help students practice essential survival skills. Includes an answer key but not an index. tg/jh-sh

TX 335 A21 1983 640.73

Available from: Social Studies School Service
Cost: $13.00 - $20.99

Alberta Agriculture. Helping Children Help Themselves (Book). Edmonton: The Department, 1981. 120p.

This publication is intended to help children aged six to twelve years become more independent by acquiring daily living skills. Clothes for kids, communication, kids in the kitchen, home safety, and kids in the marketplace are the topics of study. Activities are interestingly varied, illustrations are large, and numerous teaching suggestions and selected references are given. This is a well-written learning package for children. ue

HQ 784 C74 A7 640.7307

Available from: Alberta Agriculture
Cost: 0 - $5.99

Alberta Consumer and Corporate Affairs. Complete Consumer Series (Videocassettes). Edmonton: ACCESS Alberta, 1978.

8 programs. colour. 15 minutes each. 1/2 in. and 3/4 in.

This series helps the consumer to evaluate purchasing habits and other business transactions, and stresses the need for general awareness of common problems. The ability to cope with these problems is discussed, revealing lifestyles and alternatives for either an individual or group situation. Units deal with consumerism in general, advertising, and budgeting and credit. Dubbing is available from ACCESS Alberta. Titles and volume numbers are as follows:

Vol. 1 Consumer Lifestyles and Alternatives
Vol. 2 Getting Granny
Vol. 4 Rationale for Budgeting
Vol. 4 Mechanics of Budgeting
Vol. 5 Housing Issues
Vol. 6 Credit Use and Abuse
Vol. 6 Types of Credit
Vol. 7 Contracts sh-a

TX 335 AL1 C73 640.73

Available from: ACCESS Alberta
Cost: Cost of tapes, contact ACCESS Alberta

Alberta Consumer and Corporate Affairs. Consumer Education and Information. Uluschak's Marketplace (Book). Edmonton: The Department, 1980. 97p.

Uluschak's cartoons are used as discussion starters in this collection on consumer education topics. A list of suggested discussion ideas, appropriate resource materials, and relevant legislation is provided with each topic. As well, the cartoons have been designed for easy conversion to overhead projectuals. tg/jh-a

TX 335 A5 640.73

Available from: Alberta Consumer and Corporate Affairs
Cost: Free

Bannister, Rosella, and Monsma, Charles. Classification of Concepts in Consumer Education (Book). Ypsilanti, MI: Michigan Consumer Education Center, 1981. 86p.

The concepts important to consumer education are identified, classified and defined, thus providing a guide for program planners and curriculum developers. Partial contents describe the procedure, validation, strengths and limitations of the classification of concepts, define consumer education, and illustrate a concept numbering system under three broad categories: decision-making, resource management and citizen participation. tg

TX 335 B27 1981 640.73

Available from: Michigan Consumer Education Center
Cost: 0 - $5.99

Better Class of Consumer; An Investigation into Consumer Education in Secondary Schools (Book). London: National Consumer Council, 1983. 70p.

The National Consumer Council in England attempted to identify the secondary school subjects that include some aspect of consumer education and to assess how much emphasis is placed on this aspect. The survey found that: the distribution of consumer topics is haphazard, there is a concentration of consumer topics at the lower academic levels, and there is a lack of resource materials. a

TX 335 B37 1983 640

Available from: National Consumer Council
Cost: n.a.

Boyd, Fannie Lee, and Stovall, Ruth. Handbook of Consumer Education: A Guide for Teaching Process and Content (Book). Toronto: Allyn and Bacon Canada, 1978. 257p.

Curriculum planning, instructional program organization, teaching strategies, and resources are described in this handbook for instructors in secondary or vocational schools and community colleges. Financial planning, clothing, recreation, and environmental issues are among the areas of instruction. Each module contains lists of key ideas, concepts, learning strategies, and resource material for students and teachers. The text's organization allows the teacher to select only specific modules or to adapt sections for a particular interest group. The material could also be adapted for adult programs. tg/sh-a

TX 335 B66 640.73

Available from: Allyn and Bacon Canada
Cost: $21.00 - $30.99

Callenbach, Ernest. Ecotopian Encyclopedia for the 80's; A Survival Guide for the Age of Inflation (Book) Berkeley, CA: And/Or Press, 1980. 274p.

"Live better and save money the Ecotopian way." Ecotopians live in modest, reliable, nondestructive ways; they utilize renewable, biosource, biodegradable plastics and solar-derived energy and install recycling systems. This book reveals that they also hunt for jobs and apartments, budget, and buy cars. All this and more is covered in this A to Z guide to daily living. The detailed table of contents serves as an index and the last pages contain advertisements which serve as a kind of "annotated reading" list. sh-a

TX 335 C27 640.73

Available from: Firefly Books Ltd.
Cost: $6.00 - $12.99 paperback

Concerning Young Consumers (Kit). New York: Education Design, 1979.

6 filmstrips, 6 cassettes, teacher's guide.

Students are presented with six programs designed to educate them in three main areas of consumerism. These are the basic principles of marketing (price determinations, advertising); shopping techniques and money management; consumer rights and responsibilities. Teaching suggestions are provided for each program which include a summary of concepts, discussion topics, and student activities. ue-jh

HC 107 C74 640.73

Available from: Education Design
Cost: n.a.

Consumerland: How High the Mountain? (Kit). Allen, TX: Angus Communications, n.d.

1 filmstrip, 1 cassette.

By taking you on a tour through Consumerland and introducing you to the consumer and his buying habits, this kit presents a comical satire on consumerism. It looks at credit, credit rating and the stages in the consumer education movement. The main message underlying all this is: "What we need, what we want, we will BUY!" jh-sh

HC 79 C63 C67 H83 332.743

Available from: PMB Industries
Cost: $21.00 - $30.99

Consuming in the 80's and Beyond (Book). Lubbock, TX: Home Economics Curriculum, 1984. 163p.

Information and activities are written for advanced or upper level students, and provide them with an opportunity to "take a futuristic look at the roles they will soon have as consumers." Chapter titles illustrate the approach taken: Ways Families Deal with Change, The Energy-Efficient Automobile, Dressing to Conserve Energy, Trends in Food Purchasing and Eating Habits, Day Care for the Younger Set, Talking Appliances and Other Innovations, Emphasis on Wellness, More Time - More Money, and Adapting to Change in the Marketplace. Twelve units cover such topics as the consumer, the family, consumer responsibilities, and consumer practices. Each unit includes predictions and activities designed to examine implications for the lives of the students. A list of magazine articles supplements the material. a

TX 335 C88 1984 640.73

Available from: Home Economics Curriculum Center
Cost: $6.00 - $12.99

Forkner, Jerry, and Schatz, Gail. Consumer Education Learning Activities (Book). Boulder, CO: Social Science Education Consortium, 1980. 60p.

The model lessons in this handbook are designed to help students acquire the consumer skills of questioning and decision-making; they are process and inquiry oriented. Various strategies are used, such as role playing and interviewing. Economics of the market place, financial management and credit, energy consumption and conservation and major purchases are among the contents in this American book. tg/ue-sh

TX 335 F764 640.73

Available from: Social Science Education Consortium
Cost: $6.00 - $12.99

Fraser, Richard G. Looking at the Market Place (Book). Agincourt, ON: Gage, 1981. 276p.

This text, aided by photographs, illustrations and charts, is designed to help the consumer focus and understand the relationship between consumers and how these relationships are affected by government, business, and marketplace and society. Included among the topics are financial management, banking services, credit, insurance and advertising. Chapter Ten, unit one is helpful in looking for a first job, changing jobs, or preparing for a promotion. General guidelines on how to prepare a resume are also provided. A glossary of key terms, a list of provincial departments and an index facilitate use.sh

TX 335 F72 640.73

Available from: Gage
Cost: $6.00 - $12.99

Green, Hayden, and Beck, Connie. Consumer Education: A Review of Recent Developments (Book). Ottawa: International Organization of Consumers Unions, 1982. 65p.

Seminar papers review such developments as an acceptable definition and a classification of concepts in consumer education in 1982, and the establishment of a national (U.S.) resource and service centre, the Consumer Education Resource Network (CERN), in 1978. Professional reading. a

TX 335 G633 640.73

Available from: Consumer Education Resource Network
Cost: Limited distribution, contact publisher

King, Carol, L. Buying With Sense (Book). Pacemaker Practical Arithmetic Series. Belmont, CA: Fearon Education, 1980. 154p.

This student workbook is filled with exercises using "consumer math"—the calculation of the value of goods and services in dollars and cents. Every exercise is accompanied by a case story, a short glossary, illustrations, and a table, chart or sample form. From balancing a checkbook to renting an apartment, from comparing food prices to making a simple budget or buying a used car, the exercises attempt to address the money concerns regarding "buymanship", coping skills, and everyday life. Easily adaptable for use with adults. jh-a

TX 335 K58 640.73

Available from: Copp Clark Pitman
Cost: $6.00 - $12.99

Kwekkeboom, John D. Canadian Business and Consumer Studies (Book). Toronto: McGraw-Hill Ryerson, 1984. 348p.

The aim of this textbook is twofold: the first aim is to introduce junior and senior high school students to Canadian government and business structure and activities; the second aim is to provide students with information on goods and buying practices that will assist them in making sound consumer decisions. There are nine units, with each unit followed by a "Questions" section. Index. jh-sh.

TX 335 K93 1984 640.73

Available from: McGraw-Hill Ryerson
Cost: $13.00 - $20.99

Kwekkeboom, John D. Guide to Wise Consuming: A Text-Workbook (Book). Scarborough, ON: McGraw-Hill Ryerson, 1980. 164p.

The workbook is designed to be used with consumer and business textbooks which explain the facts and concepts being tested in these exercises. All consumer topics have been included: budgets, spending, methods of paying, insurance, investing, and handling consumer problems. Each chapter presents performance objectives, questions to test factual knowledge, case studies, and a crossword puzzle. Students could complete assignments with little or no teacher direction. A teacher's manual has been published with answers, pages prepared for overheads, and a sample final examination. jh-sh

TX 335 K94 640.7307

Available from: McGraw-Hill Ryerson
Cost: 0 - $5.99

Learning Activity Packages (Kit Series). Seattle, WA: Unigraph, 1973-1977.

Student Activity Sheets, teacher's guide.

These 15 packages on different consumer education topics are suitable for use by individual students or groups. Learning objectives, a pre and post test, and answers are included in each package. Situations are posed which lead to explanations and sample forms related to each topic. U.S. information and textbook approach restrict the interest these packages could generate, but teachers could use the basic information provided to develop their own program. Learning Activity Packages available: Advertising (HT 5813 J64), Budgeting (TX 326 P93), Comparison Shopping (TX 167 J64), Consumer Contracts, (HT 1255 J64), Credit (HG 3755 M14), Credit Cards (HG 1643 C15), Financing and Insuring a Car (TL 162

M14), Health and Homeowner's Insurance (HG 9383 P93), Housing (HD 7287 J64), Inflation and Recession (HG 229 J64), Labels on Food and Clothing (TS 196.6 J64), Life Insurance (HG 8773 P88), Payroll Deductions (HT 5564 P3S U5), Personal Checking Accounts (HG 1581 SU5), Savings and Investments (HG 4514 L96). jh-sh

See above 640.73

Available from: Unigraph
Cost: $13.00 - $20.99

Learning to be a Wise Consumer (Kit). White Plains, NY: Guidance Associates, 1975.

4 filmstrips, 4 cassettes, teacher's guide.

"Who is a Consumer" introduces the term "consumer" and helps students realize that their purchasing power has influence in the marketplace. "Consumer Choices" shows that consumer choices are based on individual values and resources. Buying Wisely" demonstrates that advertising has the power to influence peoples' buying habits. The "Two R's: Rights and Responsibilities" encourages students to be aware that as consumers they have rights they should protect and responsibilities they should fulfill. Interesting situations involving young people in consumer activities, illustrate various concepts. ue

TX 167 L47 T55 640.73

Available from: Guidance Associates
Cost: $150.00

Lethbridge Community College. Division of Continuing Education. Dollars and Cents Consumer Program (Books). Lethbridge: Lethbridge Community College, 1983.

6 volumes.

Six sessions cover three broad subject areas: food, clothing and the home. As an introductory session, Unit I, Consumer Cents provides an overview of budgeting, financial planning and credit use. Unit II, Food Cents includes such topics as Canada's Food Guide, food additives, labelling, advertising techniques and store layout. Menu planning and low cost cooking ideas are covered in two sessions: Unit III, Cooking with Cents, and Unit IV, Meals with Cents. Unit V, Clothing Cents focuses on such topics as care labelling, textile properties and wardrobe planning. The last unit Unit VI, Cents in the Home discusses buying furniture and accessories and the features, servicing and life expectancy of appliances. Each session is 2 1/2 hours in length. A resource list is provided. tg/sh-a

TX 335 L48 1983 640.73

Available from: Available on loan from the Resource Centre
Cost: n.a.

Lungmus, Dorothy, et al. Consumer Education Sourcebook (Book). Boulder, CO: Social Science Education Consortium, 1980. 135p.

This long annotated bibliography gives us another welcome list of consumer education materials and resources. Included among the wide range of subjects are economics, legal rights and consumer law, money management, major purchases, and "special problems" such as advertising. The selection includes some adult material but focuses on material useful for junior and senior high school students; the inclusion of works useful to bilingual or rural students is one of the unique aspects of this list. Divided into two major parts - student and teacher materials - the books are grouped into format categories such as textbooks, games and simulations, or curriculum guides and ERIC documents. The descriptions are long and detailed; the set of information for each item is unique in that the annotations indicate reading levels and subject areas relating to the appropriate curriculum. "Consumer economics focus" indicates the areas of concern for consumers—legal rights and consumer law, money management, etc.—identified by the U.S. Office of Education, Office of Consumers' Education. Publishers' list and index. tg/jh-sh

Z5776 C65 C66 016.64

Available from: Social Science Education Consortium
Cost: $6.00 - $12.99

Maedke, Wilmer O., et al. Consumer Education (Book). Encino, CA: Glencoe, 1979. 520p.

This student textbook teaches proper money management by using the specific consumer problems that students face. The fourteen units may be presented in sequence or in the pattern best suited to your classroom. Smaller learning sections are within each unit and these have review questions, problems to solve, and consumer projects. Topics include the role of consumers in our economy, credit, insurance, buying practices and problems for specific goods and services. There is a glossary of frequently used consumer terms. jh-sh

TX 335 C763 640.73

Available from: Collier MacMillian
Cost: $6.00 - $12.99

Miller, James W. Decide for Yourself: One Hundred Cases in Consumer Choice (Book). Rexdale, ON: John Wiley & Sons, 1981. 172p.

The case studies in this secondary school textbook are designed to supplement existing classroom materials on consumer education. There are nine chapters divided according to stages in life from early high school years to retirement. The final chapter presents ten supplementary cases concerning major purchases. Each case has questions supplied to make students analyze the situation and be active problem solvers. A topic index provides alternate access to the cases. jh-sh

TX 335 M54 640.7

Available from: John Wiley & Sons Canada
Cost: $6.00 - $12.99

Nickels, Dimes and Dollars (Kit). New York: ACI Productions, 1975.

4 filmstrips, 4 cassettes, teacher's guide.

This kit tries to instill a sense of the value of money in children. Alternatives to buying goods and shopping guidelines are presented. The filmstrips "Earn and Save", "Shop With Care", "Fix It Yourself", and "Make It Yourself" tell how different children save for a baseball mitt, comparison shop for groceries, fix toys, clothes and household items, and make birthday presents. Clear close-up photographs for children and projects, and a narrator convey each story. Some projects and situations would need adult aid and U.S. money is displayed. ue

TX 326.N51 640.73

Available from: Encyclopedia Britannica
Cost: $100.00

Ontario Ministry of Consumer and Commercial Relations. Children are Consumers Too (Kit). Toronto: The Ministry, 1979.

Activity cards, supplementary materials, teacher's guide.

The suggested classroom activities are intended to provide starting points for experiences that could be used to develop consumer concepts. They have been designed to fit into other aspects of existing curricula rather than as separate entities within programs. There are ideas for utilizing catalogues, labels, newspapers, and television. tg/pr

HC 79 C6 O83 640.73

Available from: Ontario Ministry of Consumer and Commercial Relations
Cost: Free

Ontario Ministry of Consumer and Commercial Relations. Consumer Information Kit (Kit). Toronto: The Ministry, 1979.

26 activity cards, pamphlets.

The kit contains activity cards and pamphlets discussing many consumer topics. These cards can be used by the whole class, small groups, or individually. The pamphlets include points to consider when buying bicycles, toys, and hockey helmets. There is a colouring book about standards in Canada. This kit would be useful for introducing students to issues in consumer education. pr-ue

TX 335 O8 640.7307

Available from: Ontario Ministry of Consumer and Commercial Relations
Cost: n.a.

Ontario Ministry of Consumer and Commercial Relations. Consumer Skills: An Annotated Bibliography of Materials for High Schools (Book). Toronto: The Ministry, 1981. 70p.

This list includes teaching guides, curriculum models and comprehensive works. The majority of material is divided into the categories of consumer behaviour, financial management, buymanship, rights and responsibilities, and economics. Grade level and availability is indicated, as is price. Directories of suppliers and free pamphlet sources complete the bibliography of items for use in junior and senior high school consumer education programs. tg/jh-sh

TX 335 ON82 015.71

Available from: Ontario Government Publications Centre
Cost: Free

Ontario Ministry of Consumer and Commercial Relations. Consumer Skills for Children; An Annotated Bibliography of Materials for Pre-Kindergarten to Grade Six (Book). Toronto: The Ministry, 1982. 54p.

This publication "will provide teachers, librarians, and parents with an annotated list of consumer education materials - books, kits, games, film and other audio-visual materials - suitable for children from pre-kindergarten to the grade six level." (Introduction)

Selections from Ontario's Consumer Information Centre resource centre emphasize Canadian materials and cover seven main subject areas: teaching and curriculum guides, comprehensive works, consumer behaviour, financial management, buymanship, rights and responsibilities, and economics. Sections are then subdivided into more specific topics. ts/pr-ue

TX 335 ON82 015.71

Available from: Ontario Ministry of Consumer and Commercial Relations
Consumer Information Centre
Cost: Free

Ontario Ministry of Consumer and Commercial Relations. Informed Consumer: An Annotated Bibliography (Book). Toronto: The Ministry, 1983. 36p.

Intended to assist librarians select items for their consumer collections, this annotated bibliography lists materials that will help consumers make sound decisions. Consumer decision-making materials are arranged within four broad categories: consumer information and buymanship, housing and energy, money management, and rights, responsibilities, and redress. A list of free pamphlet sources, a publisher/supplier directory and an author/title index concludes the publication. Most teachers' guides and school texts have been excluded. tg

TX 335 O27 1983 015.17

Available from: Ontario Ministry of Consumer and Commercial Relations/Consumer Information Centre
Cost: Free

Oppenheim, Irene. Consumer Skills (Book). rev. ed. Peoria, IL: Bennet Publishing, 1982. 416p.

This U.S. textbook covers spending, budgeting, credit, shopping, transportation, leisure, insurance, employment, banking, the environment and economics. Traditional textbook format is followed but information relating to the daily life of the reader, and anecdotes make the chapters more interesting. Information, review questions, terms to know and activity suggestions comprise each chapter. Written for junior high school students, this item may be suitable for low income adult groups or a young adult just "moving out". Indexed. jh-sh

TX 335 O5 1982 640.73

Available from: Copp Clark Pitman
Cost: $31.00 - $50.00

Saskatchewan Consumer and Commercial Affairs. Presenting a Case for Consumer Education (Kit). Regina: The Department, n.d.

This kit provides supplemental consumer education materials relevant to Saskatchewan. An Educator's Guide gives background information on 5 main consumer education areas: the economic system, consumer motivation, consumer rights and responsibilities, and buymanship and money management. Appendices for each area contain duplicating copies of interesting student activities. tg/jh-sh

TX 335 P92 640.73

Available from: Available on loan from the Resource Centre
Cost: n.a.

Saskatchewan Consumer and Commercial Affairs. Starting Early (Kit). Regina: The Department, 1980.

1 volume.

Covering a wide variety of topics, this kit should help teachers equip primary students with the knowledge and skills needed "to make independent decisions relative to the personal and social problems that they will confront now and in the future." Starting Early consists of 3 sections: 1 for students and 2 for teachers. Illustrated worksheets, games, experiments and special activities, teacher information bulletins listing resources and materials, and masters for photocopying aid in discussing such topics as advertising, buymanship, money, conservation, and consumer rights. Indicated division levels are suggested and are often adaptable to various grade levels as introductory, motivational or review material. ts/pr-ue

TX 335 S297

Available from: Saskatchewan Consumer and Commercial Affairs
Cost: limited distribution, contact publisher

System v Consumer Education In-Service Program. (Kit Series). Washington DC: Changing Times Education Services, 1974-1976.

5 modules.

This system consists of five modules designed for in-service training with secondary teachers who are teaching consumer concepts. Each module presents a teaching strategy applicable to consumer education - values clarification, inquiry, questioning, simulation games, and role playing. Each module contains multiple copies of participant's manuals, step-by-step leader instructions and corresponding audio-visual material such as filmstrips and cassettes or audio records. Each participant's manual explains the teaching method, illustrates it through workshop activities and suggests classroom activities utilizing the method. Modules could be used independently or together to train teachers to use the different teaching techniques for teaching consumer education as well as other subjects. Leaders may wish to modify the very structured approach of the modules. Titles and book numbers are as follows:

TX 335 Sy8 In7 Inquiry
TX 335 Sy8 Q3 Questioning
TX 335 Sy8 R64 Role Playing
TX 335 Sy8 Si5 Simulation/Gaming
TX 335 Sy8 V28 Value Clarification tg

See Above 371.332

Available from: Marvin Melnyk
Cost: n.a.

Troelstrup, Archie William, and Hall, E. Carl. Consumer in American Society: Personal and Family Finance (Book). 6th ed. Toronto: McGraw-Hill, 1978. 567p.

This is an up-dated edition of a comprehensive consumer education text for college students. Decision-making, money management, financial planning, credit, shopping for specific items, and consumer protection are all covered indepth. Emphasis is placed on the situation facing the U.S. consumer. Name and subject indexes are provided. sh-a

TX 326 T74 640.73

Available from: McGraw-Hill Ryerson
Cost: $21.00 - $30.99

Vosburg, R.E., and McIlquham, W. Reid. Directory of Consumer Education Programs in Canada - 1982 (Book). rev. ed. Guelph: University of Guelph, Department of Consumer Studies, 1982. 146p.

The number of programs that have been implemented since the publication of the original directory in 1977 has increased; much of this increase has been in the business sector. The programs are listed by province with national programs grouped together. Sections are subdivided by business, government, education and non-profit organizations. Also listed are Consumer Information Centres which offer a variety of services aimed specifically at teachers and helping professionals to assist them in their work with consumers. Index. a

TX 335 V92 640.73

Available from: University of Guelph, Department of Consumer Studies
Cost: Limited distribution, contact publisher

Why Consumer Education? (Film). Edmonton: Alberta Consumer and Corporate Affairs, 1977.

16 mm. colour. 12 minutes 30 seconds.

All of us are consumers. We choose, buy, use and maintain goods and services. Consumer education is concerned with a broad range of issues. In presenting a rationale for consumer education, this twelve-minute presentation examines the scope, diversity and relevance of consumer education content. sh-a

CAF 134

Available from: Available on loan from Resource Centre
Cost: n.a.

Wood, John C. Looking at the Consumer (Book). Agincourt, ON: Gage, 1981. 271p.

From credit to recreation, from consumer rights and responsibilities to choices and chances in the marketplace, a wide range of topics is covered in this textbook written for the pre-adult consumer. Such diverse subjects as consumer credit, money management, clothing, food, transportation, and housing are included. Two chapters dealing with the marketplace discuss the consumer as a member of society, explain contracts and points of law, and give guidelines in complaining. The text is designed to help the teenager develop a system of personal values and goals and to alert him to the fact that the marketplace changes and that this affects choices. Glossary and index. sh

TX 335 W66 640.73

Available from: Gage
Cost: $6.00 - $12.99

II. CONSUMERS AND CONSUMER BEHAVIOUR

A. Values and Decision-Making

Agency for Instructional Television. Give & Take (Videocassettes). Calgary: ACCESS Alberta, 1982.

12 programs. colour. 15 minutes each. 3/4 in. & 1/2 in.

HD 69 D4 A42	You Choose/We Choose.
HD 69 D4 A43	Let's Save/Creditwise.
HD 69 D4 A44	Where Do Jobs Come From/Key to Productivity.
HD 69 D4 A45	Private or Public?/Changing Taxes.
HD 69 D4 A46	Market Prices/The Changing Market.
HD 69 D4 A47	Competition/Take Your Choice.

Give & Take programs dramatize problem-solving situations that show students how economic concepts such as opportunity costs, supply and demand, and taxation relate to their daily lives. The series of 15 minute programs for grades 8,9, and 10 is intended for use in consumer education, economics, business education, home economics, social studies, and other classes where personal economics material is presented. Each lesson is self-contained to permit teachers maximum flexibility in using the series. A Teacher's guide is available with the Give & Take series. For each lesson, the guide includes a detailed program description, a commentary designed to provide additional background for the teacher, and a list of economic terms. A variety of suggestions for using the program and follow-up classroom activities designed to give students practice in applying their understanding of economic concepts are also included in the publication. tg/jh-sh

see above 301.15

Available from: ACCESS Alberta
Cost: Cost of tapes, contact ACCESS Alberta

Agency for Instructional Television. Guide to "Give & Take" (Book). Bloomington: Agency for Instructional Television, 1982. 40p.

Accompanies the videocassette series, Give & Take, reviewed elsewhere. tg/jh-sh

HD 69 D4 A48 301.15

Available from: ACCESS Alberta
Cost: Contact ACCESS Alberta

Agency for Instructional Television. Guide to "On the Level" (Book). Bloomington: Agency for Instructional Television, 1980. 64p.

Accompanies the videocassette series, On the Level, reviewed elsewhere. tg/jh-sh

BF 778 A43 301.43

Available from: ACCESS Alberta
Cost: Contact ACCESS Alberta

Agency for Instructional Television. Guide to "Trade-Offs" (Book). Bloomington: Agency for Instructional Television, 1978. 47p.

Accompanies the videocassette series Trade-Offs reviewed elsewhere. tg/ue-jh

HD 68 D4 T2 301.15

Available from: ACCESS Alberta
Cost: Contact ACCESS Alberta

Agency for Instructional Television. On the Level (Videocassettes). Calgary: ACCESS Alberta, 1980.

12 programs. colour. 15 minutes each. 1/2 in. and 3/4 in.

Face to Face/Daddy's Girl
Who Am I/Journey Through Stress
Surrounded/A Little Help From My Friends
Getting Together/Side by Side
Solo/Behind the Scenes
What's Next/Alternative Route

This twelve-part series is designed to help adolescents 14 to 17 years old understand their own personal and social growth. It encourages them to examine common teenage concerns such as conflict, love, changing, relationships with family and friends, self-concept and stress. It takes a careful look at the emotional, physical, social and intellectual make-up of an individual and how they all interact. The teacher/leader's guide summarizes each program, provides topic background, suggests activities before and after the program and suggests program discussion questions. Reproducible materials, a resource guide and a related materials guide are included. tg/jh-sh

BF 778 A42 301.43

Available from: ACCESS Alberta
Cost: Cost of tapes, contact ACCESS Alberta

Agency for Instructional Television. Student Handbook for "On the Level" (Book). Bloomington: Agency for Instructional Television, 1980. 74p.

Accompanies the videocassette series, On the Level, reviewed elsewhere. tg/jh-sh

BF 778 A44 301.43

Available from: ACCESS Alberta
Cost: Contact ACCESS Alberta

Agency for Instructional Television. Trade-Offs (Videocassettes). Calgary: ACCESS Alberta, 1978.

15 programs and 2 summary programs. colour. 20 minutes each. 1/2 in. and 3/4 in.

HD 68 D4 T21 1. Choice /2. Malcolm Decides.
HD 68 D4 T22 3. We Decide /4. Give and Take.
HD 68 D4 T23 5. Less and More /6. Working Together
HD 68 D4 T24 7. Does it Pay? /8. Learning and Earning.
HD 68 D4 T25 9. Why Money? /10. To Buy or Not to Buy.
HD 68 D4 T26 11. To Sell or Not to Sell /12. At What Price?
HD 68 D4 T27 13. How Could That Happen? /14. Innocent Bystanders.
HD 68 D4 T28 15. Helping Out /16. About "Trade-Offs".
HD 68 D4 T29 17. Phil Saunders on "Trade-Offs".

Developed for children nine to thirteen years old, Trade-Offs is designed to improve economic instruction in American and Canadian schools. The emphasis is on systematic decision-making. A 20-minute program and the teacher's guide material (see A Guide to "Trade-Offs") make up each lesson. Each program begins by identifying key points, then dramatizes a fundamental economic problem relevant to the student's daily life. It then emphasizes through visuals, the economic principles involved. Each program ends with the introduction of another problem involving the same economic principles. Each lesson covers a particular topic: 1. Opportunity cost, 2. Personal decision-making, 3. Social decision-making, 4. Trade-offs among goals, 5. Increasing productivity, 6. Specialization and the division of labour, 7. Investment in capital goods, 8. Investment in human capital, 9. Voluntary exchange, 10. Buyers and market demands, 11. Sellers and market supply, 12. Market cleaning prices, 13. Interdependence of market prices, 14. Market intervention: reducing indirect costs, and 15. Market intervention: increasing indirect benefits. tg/ue-jh

See above 301.15

Available from: ACCESS Alberta
Cost: Cost of tapes, contact ACCESS Alberta

Consumer Information (Kit). Consumer Education Modules. New York: J. C. Penney, 1977.

1 filmstrip, 1 cassette, activity sheets, teacher's guide.

This excellent module investigates the relationships between information, consumption patterns and quality of life. Module I contains an interesting introductory sound filmstrip, a very good poster chart of the decision-making process, and three realistic case studies which require consumer decisions to be made in a particular lifestyle context. Module II consists of 10 activity sheets which capably implement activity ideas suggested in other sources. sh-a

TX 335.C63 343.07

Available from: J. C. Penney
Cost: $13.00 - $20.99

Consuming Need to Know (Kit). New York: J.C. Penney, 1978.

1 filmstrip, 1 cassette, poster, teacher's guide.

Developed for use with middle school students, this unit attempts to answer how the need for belonging, the need for love and self-esteem and the strong influence of peer pressure might affect consumer behaviour. In order to become selective consumers, adolescents require a knowledge of self and the ability to process information; "self-understanding" may be even more important than understanding the marketplace in making informed consumer decisions. One step in acquiring this knowledge is the indentification of the basic human needs that motivate behaviour; a poster illustrates the hierarchy of human needs and the filmstrip and cassette relate self-concept and human needs to consumer behaviour. Activities are entitled: "Who am I?", "About Me", "My Personal Pattern", "Do I Need What I Want?" and "Making My Pyramid." Each activity sheet in the sequence of twelve describes the aims and content emphasis points, and suggests group size, materials needed and time required. A filmstrip commentary is included and the teacher's guide contains background information and suggestions. An excellent choice for both teacher and student. jh

HF 5353 C76 658.8

Available from: J.C. Penney
Cost: $31.00 - $50.00

Decisions, Decisions (Kit). Consumer Education Modules, 3. New York: J.C. Penney, 1976.

1 cassette, card sets, gameboard, 4 posters, teacher's guide.

This teaching unit relates consumer decision-making and quality of living. The four modules are entitled: "Decision Designs", "Dynamics of Communication", "Thinking Skills for Decision Making", and "Deciding." The J.C. Penney Consumer Education modules consider the "interrelationship between human need satisfaction and resource utilization" and use the family ecosystem model as a conceptual framework for studying these relationships. Other titles in the series are: Toward a Quality of Living (Unit One), Consumer Information, and Economic Concepts and Issues. They are reviewed elsewhere. sh-a

BF 441 D34 301.21

Available from: J.C. Penney
Cost: n.a.

Developing Values (Kit). White Plains, NY: Guidance Associates, 1973.

2 filmstrips, 2 cassettes, teacher's guide.

This kit first shows how values are instilled in children. Three realistic open-ended dramatizations involving people faced with value decisions are presented. Time for class discussion follows each segment. jh

BF 778.D35 301.21

Available from: Visual Education Centre
Cost: $75.00

Easterly, J. L. Decisions...The Simulation Game of Goals...Choices...Values (Game). Milford, CT: Innovative Education, 1976.

Various.

A simulation game based on two concepts - if goals are inconsistent with everyday decisions a person will become frustrated trying to cope, and if goals are consistent with everyday decisions a person will cope with relative ease. Consists of buying, selling and trading to achieve goals set by player. Provides opportunity for decision-making, valuing and post-game analysis. ue-jh

BF 778.D34 658.403

Available from: Oakland University
Cost: $6.00 - $12.99

Feather, Norman T. Values In Education and Society (Book). New York: Free Press, 1975. 329p.

An interdisciplinary investigation of human values based on a six-year program of research into values and value systems. Topics include: the role of values in educational choice, the impact of educational institutions on student values, value differences between various age, sex and income groups, a study of two specific groups, cross-cultural value comparisons, and value climate in various situations. a

BF 778.F31 301.21

Available from: Collier MacMillian
Cost: $13.00 - $20.99

Goodman, Joel, and Huggins, Kenneth. Let the Buyer Be Aware: Valuable Skills for Consumers, Parents and Teachers in the 80's (Book). La Mesa, CA: Wright Group, 1981. 245p.

Anyone who thinks it's tough being a consumer may benefit from developing skills with which to clarify his consumer values and examine the consequences of his choices. The authors focus on a values clarification approach to consumer education, believing that "sensible values-conscious consumers will force manufacturers to produce better goods, advertisers to be more honest and informative, and retailers to be more sensitive to their customers." Practical activities and action projects are included. a

TX 335 G63 640.73

Available from: Social Studies School Service
Cost: $6.00 - $12.99

Koberg, Don, and Bagnall, Jim. Values Tech (Book). Los Altos, CA: Kaufmann, 1976. 240.p

Values Tech is a portable school for discovering and developing decision-making skills and self-enhancing potentials, as well as providing experiences for gaining knowledge and practice in those areas. The work involves establishing criteria, determining meaning, choosing, selecting and deciding between things. It includes comparing the options in life and coming to grips with the value and worth of personal experiences. jh-a

BF 778.K79 301.2107

Available from: John Wiley & Sons Canada
Cost: $6.00 - $12.99

Miguel, Richard V. Decision: A Values Approach to Decision-Making (Kit). Columbus: Charles E. Merrill, 1974.

1 filmstrip, 4 cassettes, activity cards, spirit masters, books, teacher's guide.

Provides a framework for students to clarify their own values and facilitates expressing and acting upon values, thus enabling students to gain insight and perspectives regarding their own lives. Also provides an opportunity for students to examine the components of decision-making and the relationship of values to decision-making. The activities and simulations are based on situations of vital interest to students; many activities are based on data generated by students. Among the items included are the sound filmstrip, "The Roses, the Goats, and the Snake in the Grass," and the book, Values and Teaching, reviewed elsewhere. jh-sh

BF 441.M58 301.21

Available from: Learning Tree
Cost: $100.00

On Your Own (Film). Agincourt, ON: Gordon Watt, 1979.

16mm. colour. 21 minutes.

This documentary-style film features interviews with four young people who discuss their personal values and individual lifestyles. The occupations represented are: traffic reporter/pilot, dory fisherman, personnel officer, and policewoman. It is stressed that the individual must learn to be responsible for him/herself and be prepared to learn from good and bad decisions. Discussion questions are provided on the film can lid. This presentation is also available as a filmstrip/cassette version in Section One of the kit, Making it on Your Own (TX 326 M28), reviewed elsewhere. jh-sh

CAF 154

Available from: Gordon Watt
Cost: Contact publisher

Puckrin, Dave and Puckrin, Lorretta. Values (Game). Edmonton: Puckrin's Production, n.d.

6 card sets, game board, teacher's guide.

This game presents value issues for students to examine, consider and decide upon, thereby promoting student discussions. Students are encouraged to consider alternative modes of thinking and acting by selecting from among options. As a result, they may begin to make their own choices and evaluate the actual consequences, thus developing their own values. pr-jh

BF 778.V24 301.21

Available from: Puckrin's Production
Cost: $13.00 - $20.99

Raths, Louis. Values and Teaching: Working with Values in the Classroom (Book). 2nd ed. Columbus: Charles E. Merrill, 1978. 353p.

This book outlines a theory and methodology for the clarification of values. There are suggested exercises and activities to use to assist others in determining personal values. The information is useful to people of all ages, but is directed most specifically to those who work professionally with children. The book is included in the kit Decision: A Value Approach to Decision-Making reviewed elsewhere. a

BF 778 R18 301.2107

Available from: Learning Tree
Cost: $6.00 - $12.99

Saskatchewan Consumer and Commercial Affairs. Time and Money Too! (Game). Regina: The Department, n.d.

Instructions, game cards.

A game in which children or adults decide on seven things they wish to buy. Time and money cards determine how much money players may spend in a specified time period. What players decide to do with their time and money stimulates discussion. ue-a

BF 778.T48 658.403

Available from: Saskatchewan Consumer and Commercial Affairs
Cost: $6.00 - $12.99

Wilt, Joy. Making Up Your Own Mind; A Children's Book about Decision Making and Problem Solving (Book). Chicago: Children's Press, 1982. 128p.

Joy Wilt - a teacher, administrator and early childhood specialist - suggests six steps for making decisions and six for solving problems. Examples, practice situations and colourful illustrations help the reader learn to recognize the problem, determine the choices, and decide what is the best solution. pr-ue

BF 441 W54 153.43

Available from: Nelson Canada
Cost: $6.00 - $12.99

B. Lifestyles

Alberta Consumer and Corporate Affairs. Moving Out (Book). Edmonton: The Department, 1983. 47p. and teacher's guide.

Moving Out is a colourful self-use magazine with articles, charts, and an interview on topics of interest to people 16 - 20 years old. How to buy a used car, getting along with a roommate, avoiding scams in the marketplace, and the cost of living on your own are just a few of the topics. The teacher's guide contains programming ideas, discussion questions, case studies, community resources and activity suggestions that can be used with the Moving Out booklet. Its appendices include a moving out money questionnaire, and a bibliography. tg/sh-a

TX 167 A16 640

Available from: Alberta Consumer and Corporate Affairs
Cost: Free

Camiel, Reva, and Michaelsen, Hila. First Time Out: Skills for Living Away from Home (Book). Sacramento, CA: Jalmar Press, 1980. 220p.

Written for the young adult preparing to leave home, or who may have already left, this book addresses many areas of living on one's own. Money management, health, work and careers, and emergencies are just some of the topics dealt with in detail. It touches on other topics as well, such as the natural feelings of discomfort one may have when returning home. A unique chapter "Roots and Records" provides the young adult an opportunity to ask his parents about family history, health records and legal documents. Forms are included in which to list this information; forms are provided throughout the book for other useful lists. Rights, laws and information agencies are American, but there is enough material here to provide Canadians with a framework for decision-making. A short bibliography on each subject and an index conclude the book. sh

TX 167 C146 640

Available from: Jalmar Press
Cost: $6.00 - $12.99

Dolan, Edward F. How to Leave Home - and Make Everybody Like it (Book). New York: Dodd, Mead, 1977. 162p.

The author gives advice on how to leave home and live independently. He suggests five steps to independence as ways of telling the family and obtaining their assistance. The pros and cons of running away are also discussed. The many aspects of finding a job, a place to live, and handling personal finances are covered. Health questions, further education, and marriage are considered in general terms. Students will gain helpful suggestions on the problems first encountered upon leaving home. jh-sh

HQ 796. D58 158.2

Available from: Dodd, Mead
Cost: n.a.

Edelhart, Mike. Getting from Twenty to Thirty: Surviving Your First Decade in the Real World (Book). New York: M. Evans, 1983. 234p.

The transition from dependence to independence becomes firmly established during one's twenties. Young adults must learn to make real choices and choose a value system for themselves. This book helps the young adult cope with decisions in careers, family and finance during this decade of their lives. a

HQ 799.7 E32 1983 305.2350973

Available from: Beaverbooks
Cost: $6.00 - $12.99

Homes and Lifestyles: The Choice is Yours (Kit). White Plains, NY: Guidance Associates, 1976.

5 filmstrips, 5 cassettes, teacher's guide.

The programs presented in this kit are designed to help students make rational decisions concerning issues facing them when they are living on their own. Topics covered include choosing a place to live, making decisions about day-to-day tasks of home management, and learning how to identify resources and alternatives. The teacher's guide provides learning objectives, previewing classroom exercises, discussion questions and activities for use after showing each filmstrip. jh-sh

HD 7287. H7 640.73

Available from: Visual Education Centre
Cost: $175.00

Hoyt, Patricia. How to Get Started When You Don't Know Where to Begin (Book). New York: Harcourt, Brace, Jovanovich, 1980. 210p.

The author has written this book of helpful hints after helping four children establish themselves away from home. She has discussed all the relevant topics; such as furnishing the apartment, banking, getting a job, cars, clothing, and insurance. While American examples and sample forms have been used, the basic concepts are applicable in Canada. sh

HC 107 H85 640

Available from: Academic Press Canada
Cost: $6.00 - $12.99

Kelly, Joan, and Chamberlain, Valerie. Survival: A Guide to Living on Your Own; Text and Teacher's Manual (Book). New York: McGraw-Hill, 1980. 308p & 150p.

By using this high school textbook, students will explore various aspects of independent living, including relationships with others, problem solving and how to be an informed customer. Other sections provide ideas on furnishing homes, choosing, buying, preparing food, and clothing issues. Each section includes a survival quiz, glamour capsule of different ideas, and specific activities for each topic. The accompanying Teacher's Manual (TX 167 K44A) gives learning objectives, class activities, puzzles, games, bulletin board ideas, and a test for each chapter in the text. jh-sh

TX 167 K44 640

Available from: McGraw-Hill Ryerson
Cost: $6.00 - $12.99

Kidd, Ronald. Preparing to Live On Your Own (Kit). Chicago: Society for Visual Education, 1975.

4 filmstrips, 4 cassettes, teacher's guide.

This kit helps young people focus on basic information, skills, and attitudes they need to cope with living on their own. Budgeting, preparing and buying food, decorating and furnishing an apartment, housecleaning, as well as choosing a room-mate, dealing with loneliness, and establishing a new relationship with parents are topics discussed. Alternating narrators present information and advice from a male's and female's point of view. Photographs of the same male and female characters illustrate the narration. A realistic, interesting presentation. sh-a

TX 321.P91 640

Available from: Moyer Vico
Cost: $75.00

Lifestyles: Options for Living (Kit). Independent Living Program. New York: Butterick, 1976.

4 filmstrips, 4 cassettes, spirit masters, teacher's guide.

The Independent Living Program encourages the "development of responsibility and self-sufficiency" in young people. The concepts of "management, organization and planning as systems that enable people to maximize their effectiveness as consumers" are introduced in the programs. In Lifestyles, establishing a personal identity, independence, changing roles and changing lifestyles are explored as are value clarification and the decision-making process. The filmstrips are entitled "What is a Lifestyle?", "Values, Goals, Decisions", "Making Changes", and "Decisions in Action." The Teacher's Guide contains a summary of the filmstrip, behavioural objectives, previewing and post-viewing strategies, suggestions for using the spirit masters and numerous class activities and assignments for each of the parts. sh

BF 778 L62 301.21

Available from: Butterick
Cost: n.a.

Making It On Your Own (Kit). Pasadena, CA: Barr Films, 1979.

5 filmstrips, 5 cassettes, teacher's guide.

The three topics in this kit are designed to help students be better prepared to cope with being on their own. The first section, "On Your Own", presents the personal philosophy and daily experiences of four young individuals as they handle life on their own. Section two, "Managing Your Money", discusses the management of personal finances when one receives his/her first paycheque. The final section, "Your Own Place", is concerned with the issues facing two friends when they decide to rent and share an apartment. These sections could be utilized separately or as an integrated whole unit. There is a detailed teacher's guide with suggested follow-up activities. The first section is available in film, On Your Own (CAF 154), reviewed elsewhere. jh-sh

TX 326.M28 640.73

Available from: Gordon Watt Films
Cost: $300.00

On Your Own (Film). Agincourt, ON: Gordon Watt, 1979.

16 mm. colour. 21 minutes.

This documentary-style film features interviews with four young people who discuss their personal values and individual lifestyles. The occupations represented are: traffic reporter/pilot, dory fisherman, personnel officer, and policewoman. It is stressed that the individual must learn to be responsible for him/herself and be prepared to learn from good and bad decisions. Discussion questions are provided on the film can lid. This presentation is also available as a filmstrip/cassette version in Section One of the kit, Making it on Your Own (TX 326 M28), reviewed elsewhere. jh-sh

CAF 154

Available from: Gordon Watt
Cost: Contact publisher

Survival After Highschool (Film). Richmond, B.C.: Magic Lantern (West), 1981.

16 mm. colour. 17 minutes.

This film is a dramatization about a student who moves out from home for the summer and shares an apartment with his older brother. Emphasis is placed on the individual's responsibility regarding decision-making and personal freedom. Money management, food shopping, and landlord-tenant relations are highlighted. sh-a

CAF 155

Available from: Magic Lantern (West)
Cost: Contact publisher

Survival Skills: Living on Your Own (Kit). New York: Educational Enrichment Materials, 1979.

5 filmstrips, 5 cassettes, teacher's guide.

The five programs discuss decision-making in the consumer areas of budgeting, shopping for food and clothing, choosing a place to live, and establishing credit. Questions and activities are listed for each topic. These are realistic portrayals of issues that high school students will soon face when living alone. sh

TX 335 S7 640

Available from: AIM Educational Aids
Cost: $100.00

C. Advertising, Marketing, Salesmanship

Adbox: Advertising as Literature, Education, and Persuasion (Kit). Palentine, IL: Learning Seed, 1978.

3 filmstrips, 4 cassettes, spirit master, teacher's guide.

This kit helps teach a critical attitude toward attempts to manipulate feelings and behaviour through advertising. Three cassette tapes entitled "Advertising as Education", and "Advertising as Sales Pitch" accompany the filmstrips. A teacher's handbook provides a copy of the narration and a guide to using the filmstrips as well as suggestions for using the fourth cassette, which presents fifteen advertising claims and is accompanied by a student worksheet. The handbook also lists some other films and books related to teaching about advertising. Although the advertisements depicted are American, this kit would be a useful tool in language arts, psychology, or consumer education courses. sh-a

HF 5826 A2 664.06

Available from: Learning Seed
Cost: $75.00

Adler, Richard P. et al. Effects of Television Advertising on Children (Book). Toronto: Lexington Books, 1980. 367p.

In describing existing research, this book provides a comprehensive review of the current state of knowledge about television advertising and children. Because of its massive presence in childrens' lives, television is believed to be a major influence on behaviour, personality development and socialization. The increase in public and governmental concerns is evident in the number of studies and inquiries being done. In this review, the authors address nine key issues, such as the role of advertising in childrens' attitudes toward, and the consumption of, two categories of products: food and nonprescription drugs. Selling techniques represent the largest portion of the book. The summary of research findings, recommendations for future research, and an evaluation of individual studies are interesting and sometimes surprising. Parents and teachers will find this review and its extensive bibliography thought-provoking and informative. a

HQ 784.T4 E35 791.45

Available from: DC Heath Canada
Cost: $31.00 - $50.00

Advertising Box (Kit). Stockton, CA: Stevens & Shea, n.d.

2 games, mini-text, workbook, teacher's guide.

This kit assists students in gaining a better understanding of advertising. A mini-text introduces young people to various advertising techniques and a workbook enables students to analyze ads at home. Twenty-five copies of the two games and the mini-text are included. jh-sh

HF 5823 A294 659.1

Available from: Stevens & Shea
Cost: $31.00 - $50.00

Advertising: The Image Makers (Kit). Middletown, CT: Xerox Corporation Publications, 1974.

1 filmstrip, 1 cassette, student guide, teacher's guide, various.

The "youth market" is one of the chief targets of this multi-billion-dollar industry. By using this multimedia program students will learn how to distinguish between factual information and unsupported claims; they will also be able to identify such emotional appeals as the fear of embarrassment or the desire for status. The program is also designed to teach students how to recognize and write slogans. The student workbook gives students practice in designing and executing layouts and planning and preparing a storyboard. The filmstrip is a step-by-step narrative of how a "real ad is conceived, developed and promoted." The script is included in the teacher's guide. This guide also offers teaching strategies in each component. An attitudinal survey on TV advertising that the students could fill out should provide the instructor with an interesting class profile of attitudes and the standards students apply to advertising. jh-sh

HF 5814 AD9 659.1

Available from: Edu-Media Ltd.
Cost: n.a.

Alberta Consumer and Corporate Affairs. Consumer Education and Information. Children's Advertising: A Parent's Workshop (Kit). Edmonton: The Department, 1981.

duplicating masters, 1 videocassette.

This kit is a teacher's guide for conducting a workshop on children's advertising for parents with children 5 to 12 years of age. The objectives of the workshops are to assist parents in identifying the facts and central issues concerning children's advertising and to give them practical suggestions for use on a daily basis with their children. Discussion points and questions are provided for all aspects of the workshop including presentation notes for the film, "Seeing through Commercials". In the Appendices are duplicating masters, sample tip sheets, and lists of additional resources. The video, titled "Seeing Through Commercials" (HE 8696 S3), is reviewed elsewhere. tg/a

HE 8696 A13 659.1

Available from: Available on loan from Resource Centre
Cost: n.a.

Alberta Consumer and Corporate Affairs. Consumer Education and Information. Mom Buy Me That! (Book). Edmonton: The Department, 1981. 16p.

Mom Buy Me That! is an indispensible parents' guide to children's advertising. A colourful joint workbook for parents and their children aged 5 to 12, the booklet will help parents identify facts and issues concerning children's advertising. It also provides practical suggestions for use with their children; questions, discussions and a variety of activities are also suggested. The workbook contains puzzles, problems, and games that the children can choose to do by themselves. Mom Buy Me That! is colourful and attractive as well as practical and informative. tg/a

HQ 784.A16 659.1

Available from: Alberta Consumer and Corporate Affairs
Cost: Free

Barnouw, Erik. Sponsor: Notes on a Modern Potentate (Book). New York: Oxford University Press, 1978. 220p.

The omnipresence and pervasive influence of television sponsors and their advertising is the subject of this study. The rise of the sponsor to his present state of power, his impact on network programming, and an assessment of how this dominance has manipulated our cultural mores and institutions are discussed. The role of commercialized television in the future and the prospects for noncommercial or public communication media are also examined in this enlightening critique. sh-a

HF 6146 T42 B35 659.1

Available from: Oxford University Press
Cost: $0 - $5.99

Buy, Buy (Film). Agincourt, ON: Gordon Watt, 1973.

16mm. colour. 20 minutes.

The techniques used in the making of television commercials are the subject of this film. The men who make commercials discuss the simulation and distortion of reality, the creation of fantasy and the art of persuasion. The film reveals the array of resources used in television advertising - time, money, talent, professional and technical skills - all to persuade consumers to buy. jh-a

CAF 114

Available from: Gordon Watt
Cost: Contact publisher

Consumer Awareness (The Hook) (Kit). Kalamazoo, MI: Interpretive Education, 1979.

1 cassette, workbook, teacher's guide.

This kit covers both advertising and buying. To help understand advertising, it looks at the techniques and purpose of advertising. Developing good buying habits, planning and evaluating choices within our limits are discussed. jh

HF 5827 C65 659.1

Available from: Guidance Associates
Cost: $13.00 - $20.99

Consumer Power - Advertising (Film). New York: Holt, Rinehart & Winston, 1971.

16 mm. colour. 22 minutes.

Ralph Nader, well-known consumer advocate, and Ted Factor, advertising executive for Volkswagon, present opposing sides of the advertising debate. Nader attacks the goals and techniques of advertising while Factor defends advertising's purpose and function. Nader cautions consumers to be aware of advertising's persuasive techniques and to compare similar products before buying. A western-rock theme song about consumer power breaks up the interview-lecture format of the film. This open-ended film encourages discussion about the morality of advertising, the role of consumer protection agencies and individual action. A short synopsis and discussion questions are included. sh-a

CAF 102

Available from: Holt, Rinehart & Winston of Canada
Cost: $285.00

Crone, Tom. "What's Going on Here?" A Study of Media and Propaganda (Kit). St. Paul, MN: EMC Corporation, 1972.

5 filmstrips, 5 cassettes, teacher's guide.

Discussion centres on the power of media, propaganda, appeals to needs, the power of words, semantic devices, the effects of colour, shape and placement, the importance of analyzing messages and being aware of emotional factors which work against rational judgement. jh-sh

P 90.T59 301.161

Available from: Marvin Melnyk
Cost: $125.00

De Bruicker, Stewart F. Cases in Consumer Behavior (Book). Englewood Cliffs, NJ: Prentice-Hall, 1980. 415p.

Sixteen cases have been presented to provide the basis for class discussions concerning marketing management. The emphasis is to have students learn an analytical process that can be adapted to a variety of marketing managers' situations. Three types of consumer behaviour have been examined: routine purchasing, extensive problem solving behaviour, and three special cases in the non-profit and public policy contexts. The management problems involve important decisions from actual companies operating in the U.S. sh-a

HF 5415.3 D42 658.8

Available from: Prentice-Hall Canada
Cost: $13.00 - $20.99

Doublespeak Box: Reading the Information Environment (Kit). rev. ed. Kildeer, IL: Learning Seed, 1982.

2 filmstrips, 2 cassettes, guide.

This kit attempts to help students become aware of the honest, persuasive communication as well as the deceptive communication around them. Specific examples illustrate how advertisers use "doublespeak" to sell products. Doublespeak consists of hidden messages, halftruths, confusion, and emotional manipulation. Exercises give students an opportunity to develop their own doublespeak vocabulary and advertisements. An interesting, lively presentation. jh-sh

P 90 D65 1982 659.1

Available from: Learning Seed
Cost: $31.00 - $50.00

Ewen, Stuart. Captains of Consciousness (Book). New York: McGraw-Hill, 1976. 261p.

This fascinating book traces our conditioning process back to its historical roots in the early years of this century, particularly the 1920's. It presents a study of the emergence of important aspects of American industrial culture - mass consumption, modern advertising, advertising as a social problem, political ideologies of consumption and how all this affects family life. a

HF 5814. E3 338.09

Available from: McGraw-Hill Ryerson
Cost: $6.00 - $12.99

Getting Down to Basics About Advertising (Kit). Toronto: Canadian Advertising Advisory Board, 1974.

2 filmstrips, 2 cassettes, teacher's guide.

Intended to help students better understand the purpose and practice of advertising in the Canadian economy. By looking at advertising from two viewpoints - the consumers' and the manufacturers' - it explains the role of advertising in the marketing chain and its contribution as an effective selling tool in our economy. sh-a

HF 5815.C2.G33 659.1

Available from: Canadian Advertising Advisory Board
Cost: $31.00 - $50.00

Goffman, Erving. Gender Advertisements (Book). New York: Harper & Row, 1976. 84p.

A social scientist takes a penetrating look in this monograph at the way women are portrayed in advertisements. Over 500 illustrations point to the more subtle techniques used to depict women as subordinate or child-like. The pictures are grouped so that the majority illustrate gesture, expression, or posture that seems natural for one of the sexes, but the last picture in each series shows the same pose or behaviour with the sexes switched. Commentary is made in the text on cultural and social implications, but the most striking conclusions are gained from the reproduced advertisements themselves. sh-a

HF 5827 G55 659.13

Available from: Fitzhenry and Whiteside
Cost: $0 - $5.99

Harry J. Woods Is At The Door (Film). Hollywood: Communications West Group, 1973.

16 mm. colour. 13 minutes.

Although Harry J. Woods appears to be a friendly legitimate salesman, he is really a door-to-door con man peddling illegitimate deals to unsuspecting customers. Harry describes and illustrates techniques such as the "once-in-a-lifetime deal", the "something for nothing" opportunity, the "you've been selected" ploy, and the "bait and switch" technique. In conclusion, the narrator briefly outlines precautions consumers can take to guard against salesmen such as Harry. The appeal is primarily to adults. Characterization and narration are realistic and professional. A short synopsis, objectives, and follow-up activities are included. jh-a

CAF 104

Available from: Communications West Group
Cost: Contact publisher

Harty, Sheila. Hucksters in the Classroom: A Review of Industry Propaganda in Schools (Book). Washington, DC: Center for the Study of Responsive Law, 1979. 190p.

This report provides the results of a thorough investigation into the educational efforts of American industrial organizations. The intention is to make educators more aware of the inherent dangers in having promotional materials heavily represented in the classroom situation. Many advertising aspects of sponsored materials are revealed by looking at examples from electric utilities, corporations, and national trade associations. Review and evaluation is suggested by using available guides and by having an established school policy. tg

TX 147 H25 659.1

Available from: Center for the Study of Responsive Law
Cost: $6.00 - $12.99

Interact, Unit II (Kit). Belmont, CA: Pitman, 1974.

2 filmstrips, 2 cassettes, student activity workbook, teacher's guide.

Topics are advertising and comparison shopping. Visual content is appealing and the narration is interesting. The student booklet encourages students to think about the psychology of advertising and whether they always purchase what they set out to. The teacher's guide provides scripts, answers and suggestions for further activities. sh-a

TX 167. In 8 Unit II 659.1

Available from: Copp Clark Pitman
Cost: $100.00

It's New ... It's Neat ... It's Obsolete (Film). New York: Holt, Rinehart & Winston, n.d.

16 mm. colour. 14 minutes 30 seconds.

"Honest" Louie Ballou, used-car dealer, explains to us "confidentially" how fashion and gimmickry create obsolescence and how we can use common sense to get the most for our money. Although Louie makes us laugh, the implications of the film are complex. This film is a vivid springboard for discussion of the concepts of fashion, gimmickry, obsolescence, and value for the consumer. jh-a

CAF 122

Available from: Holt, Rinehart & Winston of Canada
Cost: Contact publisher

Just Pennies A Day (Film). Madison, WI: University of Wisconsin, 1973.

16 mm. colour. 4 minutes.

A realistic role-playing situation involving a young married couple and the infamous encyclopedia salesman. The salesman illustrates various sales tactics such as the phoney gimmick, the "free gift offer", the "once-in-a-lifetime" deal, and the "I'm a canvasser" cover-up. In conclusion, the characters outline the sales tactics demonstrated and the expensive consequences of falling prey to them. The colour is vivid and clear, the situations realistic and relevant to consumers, and the brevity of the film enhances the points made and eliminates boredom. jh-a

CAF 105

Available from: University of Wisconsin
Cost: Contact publisher

Key, Wilson Bryan. Clam-Plate Orgy; And Other Subliminals The Media Use to Manipulate Your Behavior (Book). Englewood Cliffs, NJ: Prentice-Hall, 1980. 209p.

Key has written his third book on subliminal phenomena in advertising due to his belief that the general public is not aware of their own brainwashing. We live in a media-dominated environment where advertising agencies utilize behaviour modification through subliminal techniques such as camouflage of sexual connotations. There are many examples and illustrations, including Canadian ones, to reinforce the author's arguments. a

P 96 P75 K4 659.1

Available from: Prentice-Hall Canada
Cost: $6.00 - $12.99

Key, Wilson Bryan. Subliminal Seduction (Book). New York: Signet, 1972. 198p.

Makes consumers aware of the advertising media's manipulation of minds. It explains use made in many ads of the highly developed art of camouflage and exposes the sexual assault by devices the conscious mind cannot detect. This book tells how to find out what is being done to you, how it is being done, and how you can protect yourself against a media that is manipulating your mind for your money. a

HF 5822. K52 659.111

Available from: New American Library
Cost: $0 - $5.99

Killing Us Softly (Videocassette). Toronto: Kinetic Film Enterprises, n.d.

1 videocassette. colour. 28 minutes. 1/2 in.

A videocassette of the presentation given by Jean Kilbourne about the psychological and sexual themes in advertising campaigns directed towards women.

The Resource Centre also has the original 1979 film (CAF 153), reviewed elsewhere. sh-a

HF 5827 K34 659.1

Available from: Kinetic Film Enterprises
Cost: Contact publisher

Killing Us Softly (Film). Toronto: Kinetic Film Enterprises, 1979.

16 mm. colour. 28 minutes.

This is a film of a presentation given by Jean Kilbourne about the psychological and sexual themes in advertising campaigns directed towards women. The speaker uses ads from a variety of media to demonstrate the manipulations that advertisers use to sell cosmetics, hygiene products, drugs, and other consumer items. Listeners are encouraged to be aware of the stereotyping present in gender advertising. The techniques used in selling products should be taken seriously as a powerful form of cultural conditioning. American consumer groups who are protesting this type of advertising are identified for the audience. Also available in videocassette (HF 5827 K34), reviewed elsewhere. sh-a

CAF 153

Available from: Kinetic Film Enterprises
Cost: Contact publisher

O'Toole, John. Trouble with Advertising (Book). New York: Chelsea House, 1981. 245p.

An insider explains what's wrong with advertising in America and "what's right with it, how it works and how it can be made to work better." He also tries to demonstrate its necessity in today's economy and how both the advertiser and the consumer will benefit when it is "made to work better". Among the topics discussed are false and misleading advertising, responsibilities, and advertising people, agencies and clients. Written with clarity and wit this examination would be interesting supplementary reading. sh-a

HF 5821 O86 659.1

Available from: John Wiley and Sons Canada
Cost: $13.00 - $20.99

Pei, Mario. Weasel Words: The Art of Saying What You Don't Mean (Book). New York: Harper & Row, 1978. 208p.

"Weasel words" are words which greatly modify or negate the meanings of other words, and any discussion of this topic must therefore be concerned with vocabulary, semantics, and language in general. This book also includes discussion of mass media, communication techniques, and the use of specialized languages in the fields of advertising, science, sports, and education. The section most relevant to consumer education are those on advertising and the mass media which occupy a significant portion of the book. sh-a

P 305 P4 422

Available from: Fitzhenry and Whiteside
Cost: $13.00 - $20.99

Persuasion Box (Kit). Palatine, IL: Learning Seed, 1974.

1 film, 1 filmstrip, spirit master, 2 games, teacher's guide.

This comprehensive kit looks at advertising as a powerful form of mass-persuasion. In the filmstrip "From Symbols to Psycho-Sell" each frame depicts an advertisement worthy of close examination in order to learn its persuasive techniques. An accompanying twelve-page guide provides an analysis of the ads that can be used as a "script" or as teaching notes to aid discussion. The guide also offers some suggestion for using the other parts of the kit, such as the paperback I Can Sell You Anything or the spirit master entitled "The Art of Honest Deception". "The Claim Game" tests knowledge of the material presented on the spirit master while "The Propaganda Game" seeks to extend the understanding of propaganda beyond theory to real life. A 16mm film of a television commercial serves as a final review or as the subject for an essay exam. jh-sh

HC 79 P41 659.1

Available from: Learning Seed
Cost: $31.00 - $50.00

Ploutz, Paul F. Rip Off: A Consumer Education Game (Game). Athens, OH: Educational Games, 1975.

Various.

Based on the "appeals" advertisers use to sell products. Players must identify the appeal used - scientific claim, sex, social status - to sell various products advertised on product cards. Odd jobs and liquidation cards help aid in eliminating product cards and help vary play. An easy-to-play game for use as a recreational or motivational activity with a unit on advertising. jh-a

HF 5832.R48 659.1

Available from: Union Printing
Cost: n.a.

Promises (Film). Santa Monica: Ramsgate Films, 1978.

16mm. colour. 21 minutes.

Stacey Keach narrates this film which explores the various tactics used in advertising. Techniques include intrusiveness, slogans, demonstrations, interviews, implied promises, authority figures and fear tactics. A brief discussion is also provided on how commercials stereotype people according to sex and age; how advertising is used in political campaigns; and how the consumer can counteract offensive advertising. Each of the tactics described is introduced by a mime actor and a show card. A humorous advertisement follows which illustrates and often explains the technique. These sample ads can be easily related to commercials seen everyday. Keach then summarizes the technique and adds information on how it is developed and why advertisers use it. The film is well-paced and follows a logical progression. Teachers and leaders requiring information on advertising techniques will find it both informative and entertaining. jh-a

CAF 146

Available from: International Tele-Films
Cost: Contact publisher

Québec. La Société du Consommation. Kebekio and Tom Thumb (Videocassette). Calgary: ACCESS Alberta, 1980.

1 videocassette. colour. 15 minutes. 1/2 in. and 3/4 in.

Kebekio and Tom Thumb are animated paper puppets who become lost in "The Land of I Want". Throughout their adventure, they talk about television commercials and the difference between junk food and nutritious food. They escape from a giant by persuading him to eat too many junk foods until he is full. The cartoon-style of this story will appeal to children in the lower primary grades. pr

TX 335 Q3 659.14

Available from: ACCESS Alberta
Cost: Contact ACCESS Alberta

Rank, Hugh. Pitch: How to Analyze Ads (Book). Park Forest, IL: Counter-Propaganda Press, 1982. 205p.

Propaganda, or organized persuasion, involves a variety of subject matter from consumer products to political and governmental policies or social and religious ideas. It is big business in today's world. Analyzing advertising is one way to start analyzing propaganda and The Pitch provides some tools for analysis of common everyday ads. a

HF 5821 R26 1982 659.1

Available from: Social Studies School Service
Cost: $6.00 - $12.99

Report on Television Advertising to Children (Book). Washington, DC: U.S. Federal Trade Commission, 1978. 346p.

This report provides a detailed consideration of the effects of television advertising on children. Specifically it focuses on commercials for sugared products which are viewed as nutritional and dental hazards. The selling techniques and themes are examined closely for evidence of unfair and deceptive acts. Parents and teachers will find the book interesting, informative, and useful for teaching and personal purposes. a

HF 5832 Un32 301.161

Available from: Pendragon
Cost: n.a.

Saskatchewan Consumer and Commercial Affairs. Advertising (Kit). Regina: The Department, 1982.

1 volume.

Designed to help consumers analyze the advertising that surrounds us and recognize the techniques used to influence us. The teaching package consists of six sections dealing with advertising's influence and techniques, advertising and women, advertising and children, and food. A "buyers guide" is another component. tg/a

HF 5823 S28 659.1

Available from: Saskatchewan Consumer and Commercial Affairs
Cost: Limited distribution, contact publisher

Schrank, Jeffrey. Advertising Analysis (Kit). Palatine, IL: Learning Seed, 1980.

38 slides, guide.

Thirty-eight ads are analyzed in detail for their "persuasive language, psychological selling techniques and sociological meaning." The value of advertising as both "a mirror of society and a creator of social values" is illustrated in the thirty-eight slides; they range in subject from Lysol's "cleanliness is next to Godliness" to Enjoli's "down with the old stereotypes...bring on superwoman." Useful for courses dealing with persuasion, popular culture, current social values, doublespeak, and semantics as well as advertising. sh-a

HF 5832 S24 1980 659.1

Available from: Learning Seed
Cost: $31.00 - $50.00

Schwartz, Tony. Responsive Chord: How Radio and TV Manipulate You Garden City, NY: Anchor Books, 1974. 173p.

The author believes that "advertising, politicians and educators use a model of communication long outmoded by the arrival of electronic media". He thus presents a communication theory based on his "resonance principle" whereby the listener's or viewer's stored information (and experience) is an indispensable component—a seemingly obvious but very often ignored fact. Various aspects of advertising and the consumer or consumer group are touched upon as well. Certainly an intriguing book, written in a stimulating style, it would be useful only as supplemental reading in a comprehensive teaching program on advertising. a

HF 5832 SC95 301.161

Available from: Doubleday Canada
Cost: $0 - $5.99

Schwarz, Meg. TV & Teens; Experts Look at the Issues (Book). Reading, MA: Addison-Wesley, 1982. 222p.

In this publication by Action for Children's Television, people who work with teenagers - educators, psychologists, and television producers - explore what teenagers are learning from television and how it can better meet their needs. Sexuality, health, and role models are among the topics discussed. The influence of commercials is discussed in "Advertising & the Teen Market"; this topic is also dealt with throughout the book. Several "case studies" describing programs developed for a particular audience are included as are lists of resources and young adult fiction and suggestions about particular programs useful for family viewing. Index sh-a

HQ 799.2 T4 T83 305.23

Available from: Addison-Wesley (Canada)
Cost: $13.00 - $20.99

Seeing Through Commercials (Film). Los Angeles: Vision Films, n.d.

16 mm. colour. 15 minutes.

Fictitious T.V. commercials for fictitious products with appeal for children are used to demonstrate how sound effects, camera angles, lighting, and advertising disclaimers are employed to sell products. The film concludes with a commercial simulation featuring many of the techniques demonstrated in the film. Students must analyze how and why the techniques are used. Aimed at students ages 8 - 13, the film is an entertaining introduction to T.V. advertising and will challenge children and older viewers to critically evaluate T.V. commercials. Some of the advertising legislation applies to the U.S. only, but this does not detract from the film's value. A brief study guide is included. ue-jh

CAF 147

Available from: Magic Lantern Film Productions
Cost: Contact publisher

Seeing Through Commercials (Videocassette). Los Angeles: Vision Films, n.d.

1 videocassette. colour. 15 minutes. 1/2 in. and 3/4 in.

The video is also part of the teaching package Children's Advertising: A Parent's Workshop (HE 8696 A13), reviewed elsewhere. The film titled "Seeing Through Commercials" (CAF 147), is also reviewed elsewhere. ue-jh

HE 8696 S3 301.161

Available from: ACCESS Alberta
Cost: Contact ACCESS Alberta

Six Billion Dollar Sell (Film). n.p.: Films Incorporated, 1976.

16mm. colour. 15 minutes.

Attempts to develop an awareness in children and young adults of various advertising techniques - word games, giveaways, promises, and brand loyalty for example. Actual commercials, dramatized commercials, young adult narrators, and a children's discussion group examine advertising techniques in an interesting, active presentation. This excellent film has applications in many subject areas at all grade levels. ue-a

CAF 138

Available from: Visual Education Centre
Cost: Contact publisher

Spend, Spend (Film). New York: Holt, Rinehart & Winston, 1975.

16mm. colour. 11 minutes.

A young boy spends his earnings on an iridescent green model sports car which he has seen advertised. He assembles it, tries it out, and is very disappointed when it falls to pieces. Discouraged, he asks the garage mechanic for advice and gets it: "Put it in a box and send it back ...". Excellent characterization and the use of one dramatic situation will stimulate discussion among children about advertising pitfalls, consumer action alternatives, and decision-making with regard to spending savings. For use with students in grades 4-7. ue-jh

CAF 120

Available from: Holt, Rinehart & Winston of Canada
Cost: $150.00

Teringo, Robert, and Sweet, Robert. Mind Benders (Book). Toronto: McGraw-Hill Ryerson, 1969. 96p.

The Mind Benders begins with some visual exercises with which the reader can test his perceptual abilities. From there the book goes on to discuss some specific techniques which are used in advertising, radio, films, print and music to manipulate perception so as to elicit a certain desired response. sh

HF 5832. T27 301.16

Available from: McGraw-Hill Ryerson
Cost: $0 - $5.99

Understanding Advertising (Kit). Butterick Consumer Education Series. New York: Butterick, 1981.

1 filmstrip, 1 cassette, teacher's guide.

Teenagers are given the opportunity to take a closer look at the world of advertising - its positive and negative aspects and the effort required to produce an ad - as well as practice in analyzing the final product. The Educator's Guide offers suggestions for teaching techniques and options for opening and closing the program. Activity Sheets explore such topics as the differences among ads in various types of media and the characteristics of television commercials aimed at children. jh-sh

HF 5823 U5 659.1

Available from: Social Studies School Services
Cost: $31.00 - $50.00

Understanding Advertising (Kit). Insights into Consumerism. New York: J.C. Penney, 1973.

Fact sheets, activity sheets.

A portfolio of information on advertising, the influence of advertising and other aspects of the subject from an uncritical point of view. The writers take the position that advertising reduces the cost of research by "identifying buyers and sellers" and by providing "much needed information". Activities include carrying out an ad campaign and distributing a questionnaire. sh

HF 5814. UN2 659.1

Available from: J.C. Penney
Cost: $0 - $5.99

Wesley, John. Agency: A Simulation of Competing Advertising Agencies Utilizing Various Communication Skills (Kit). Lakeside, CA: Interact, 1977.

Student guides, teacher's guide.

The overall objective of the activities is to give students insight into the psychology and production of advertising in America. Students are expected to work in small groups as advertising agencies to develop campaign strategies for one of several supplied products. These ad packages are then presented for peer group evaluation utilizing the provided judge's rating form. The suggested time period is three weeks and daily lesson plans have been provided. jh-sh

HF 5821 W51 659.1

Available from: Interact
Cost: n.a.

Wright, John S.; Winter, Willis L.; and Zeigler, Sherilyn. Advertising (Book). 5th ed. New York: McGraw-Hill, 1982. 543p.

This introductory text on advertising focuses primarily on general principles and broad viewpoints of the advertising market. It includes a large section on planning and managing the advertising campaign. sh-a

HF 5823 W7 1982 659.1

Available from: McGraw-Hill Ryerson
Cost: $31.00 - $50.00

You Irresistible You (Film). Mississauga, ON: Marlin Motion Pictures, 1975.

16mm. colour. 11 minutes.

Marshall Efron presents a spoof on advertising and some of the methods used in sensitizing consumers to a need for products. Efron demonstrates male cosmetics and grooming aids whose advertisements claim they are essential for the "total man" to be virile, suave, and manly. He relates his experiences with deceptive advertising when buying a water bed, and dejectedly points out that although the "now" people in advertising promised a glamorous, cool image that would attract the ladies, he never did get a playmate. Colour is clear and realistic and the quality of sound is good. The spoof is an effective way of presenting information about the techniques used by advertisers to create in people a desire for products. sh-a

CAF 126

Available from: Marlin Motion Pictures
Cost: Contact publisher

You, The Consumer (Kit). Chicago: Society for Visual Education, 1974.

4 filmstrips, 2 cassettes, teacher's guide.

The kit covers marketing analysis, the influence of advertising and the relationship among production, advertising and consumption. Information is presented through short dramatizations, photographs and varied narration. ue-jh

HC 79.C63.Y8 338.52

Available from: Moyer Vico
Cost: $200.00

Youth and the Media Marketing (Kit). Universal City, CA: Universal Education and Visual Arts, 1975.

4 filmstrips, 4 cassettes, teacher's guide.

Reveals what goes on behind the scenes in the marketing process to give viewers the information needed to form smart consumer habits. Filmstrip topics are: the evolution of advertising media and ethics, the procedures and people involved in marketing techniques, the motivation of teenage consumers, and consumer action. jh-sh

HF 5832.Y8 659.1

Available from: Scholar's Choice
Cost: $75.00

Zarry, Peter T., ed. Advertising in Canada: Its Theory and Practice (Book). Scarborough, ON: McGraw-Hill Ryerson, 1981. 450p.

Eleven experts in different advertising fields in Canada have contributed to this first Canadian textbook on advertising. Chapters cover various aspects of advertising: strategy, creativity, production, research, and the law. The (French-Canadian) Quebec market and advertising is considered in one chapter. Fourteen selected statutes, regulations, and codes have been reproduced in the Appendix. jh-a

HF 5813 C2 A49 659.1

Available from: McGraw-Hill Ryerson
Cost: $31.00 - $50.00

D. Consumers:

i. General

Bartos, Rena. Moving Target, What Every Marketer Should Know About Women (Book). New York: Free Press/MacMillan, 1982. 304p.

Essential reading for anyone who advertises or markets products to women. Women's changing demographics, their priorities and purchasing patterns are defined and explained in this study. Why women work, how women respond to the imagery of women in advertising, and how changes in the lives of women over the past ten years have affected their behaviour in the marketplace - media, fashion, homemaking, travel and money - are only a few of the aspects covered in this demographic profile of the working woman consumer. Index. a

HC 110.C6 B33 658.8

Available from: Collier MacMillan Canada
Cost: $21.00 - $30.99

Claxton, John D., and Ritchie, J.R. Brent. Consumers' Perceptions of Prepurchase Shopping Problems and Solutions: Major Findings and Directions for Action (Books). Vancouver: Consumer Choice Research Program, 1978.

4 volumes.

This study, sponsored by Consumer and Corporate Affairs Canada, examines the consumer prepurchase search process. The major problems encountered by consumers within the decision process leading up to the purchase of different products and services and consumer perceptions of appropriate solutions to these problems, are the topics of research. Volume One outlines the consumer field surveys undertaken, Volume Two gives supporting appendices and annexes, and an annotated bibliography and preliminary review research is contained in Volume Three. A final volume summarizes and concludes this research report. Research published in 1981 is reviewed elsewhere. (HF5415.3 C72). a

HF 5353 C74 658.834

Available from: Canada Consumer and Corporate Affairs
Cost: n.a.

Claxton, John D., and Ritchie, J.R. Brent. Consumers' Perceptions of Prepurchase Shopping Problems and Solutions: Major Findings and Directions for Action (Book). Ottawa: Consumer and Corporate Affairs Canada, 1981. 35p.

This paper provides a chronological overview of the data collection and reporting activities of a major research project, highlights its major findings and discusses future directions. It is based on a series of interviews with a sample of consumers in five urban centres in Canada. Grocery shopping and four other shopping categories presenting shopping difficulties were selected for attention: automobile repairs, home repairs and renovations, clothing and footwear, and furniture and appliances. Earlier research was reported in 1978 (HF 5353 C74), reviewed elsewhere. a

HF 5415.3 C72 658.834

Available from: Supply and Services Canada
Cost: Limited distribution, contact publisher

Cohen, Dorothy. Consumer Behavior (Book). New York: Random House, 1981. 509p.

This introduction to the field offers "practical applications of concepts, developed from a variety of disciplines, to marketing situations." Communication theory and societal concerns are areas likely to generate interest in the '80s; they are among the topics emphasized. Index. (Preface) a

HC 79.C6 C63 658.834

Available from: Random House of Canada
Cost: $31.00 - $50.00

Engel, James F., and Blackwell, Roger D. Consumer Behavior (Book). 4th ed. Chicago: Dryden Press, 1982. 690p.

The authors state that this book's purposes are those of the previous editions: "to explore and evaluate a growing body of published and unpublished research; to advance generalizations and propositions from this evidence when possible; to assess the practical implications of what has been learned; and to pinpoint areas where research is lacking." The book's primary perspective is marketing although a broader viewpoint is attempted whenever possible. New to this edition are future oriented demographics and social trends, a chapter on consumer learning, and a low-involvement behaviour model. Primarily a research tool, this comprehensive text may be useful to consumer educators interested in learning more about the consumer decision process, personal values and life-style concepts, and the marketing strategies used to influence consumer behaviour. Index. a

HF 5353 E 75 658.8

Available from: Holt, Rinehart and Winston of Canada
Cost: $21.00 - $30.99

Fenwick, Ian, and Quelch, John A. Consumer Behavior for Marketing Managers (Book). Boston: Allyn and Bacon, 1984. 484p.

Consumer behaviour is one of the fastest growing areas of business education and research. This volume of readings is based on a systematic review of a wide range of journals and draws heavily from the latest published findings. It collects in a single source, readings that effectively summarize the major themes and findings of consumer research. (Foreword) a

HF 5414.3 F38 1984 658.8342

Available from: Allyn and Bacon
Cost: $21.00 - $30.99

Goebel, Karen P., ed. American Council on Consumer Interests (Book). Columbia: University of Missouri, 1983. 363p.

The proceedings of the 29th annual conference held in Kansas City, Missouri, presented articles under the conference theme "National Economic Policies: The Impact on Consumer Welfare." The compendium is a good one-volume source of professional reading for anyone involved in the provision of consumer education or interested in the major changes and current trends in the economy and in society that directly or indirectly affects consumers. a

HC 79 C63 AM3 1983 658.834

Available from: University of Missouri
Cost: n.a.

Moschis, George P. Acquisition of the Consumer Role by Adolescents (Book). Atlanta: Georgia State University, 1978. 139p.

Written originally as a doctoral dissertation, this research monograph should prove valuable in developing a rationale for consumer education programs for secondary schools. The author develops the thesis that consumer skills are acquired gradually throughout childhood, but sees the adolescent years as a peak period of formulation of concepts regarding decision-making. Results of this study show that schools are the least important agents of consumer socialization while mass media and peers are the most important sources for adolescents' consumer information. Implications for consumer educators are summarized and might well be applied to future program planning. a

HC 107 W63 C615 381.3

Available from: Georgia State University
Cost: $6.00 - $12.99

Scitovsky, Tibor. Joyless Economy: An Inquiry into Human Satisfaction and Consumer Dissatisfaction (Book). New York: Oxford University Press, 1976. 284p.

The Joyless Economy looks beyond what and how much one buys, to the whole person and all our needs: the comfort, stimulation and pleasure which we seek in food, clothes, work, drugs, and sex. Presents evidence obtained by psychologists through experiments with the models that economists have constructed based on consumers' buying patterns. Prods readers to think about their consumption habits and reassess what they really want in life. a

HF 5353.SCI8 658.834

Available from: Oxford University Press
Cost: $0 - $5.99

Sullivan, Betty. What Everyone Should Know About: Checking Accounts (Book). Chatsworth, CA: Opportunities for Learning, 1982. 44p.

This compilation of duplicating masters is written at the third-grade reading level and through four increasingly difficult simulation exercises, takes the student through the complete chequing cycle. Others entitled What Everyone Should Know About ... are listed in the index. tg/a

HG 1581 S9 1982 332

Available from: Social Studies School Service
Cost: $6.00 - $12.99

Women in Need: A Source Book (Book). Ottawa: Canadian Council on Social Development, 1976. 92p.

Discusses the social and economic condition of women, particularly those with low incomes in Canada. National and provincial statistics, information and conclusions are provided on women and the following issues: health services, law, economic status, day-care and housing. Information would be useful in high school social studies and sociology classes. sh-a

HQ 1451 C16 W84 362.8

Available from: Canadian Council on Social Development
Cost: $0 - $5.99

Woods, Walter A. Consumer Behavior; Adapting and Experiencing (Book). New York: North Holland, 1981. 485p.

The author draws upon a great deal of field research - exploratory, observational, experimental and survey - on consumer behaviour in his attempt to develop an integrative framework and a comprehensive model. For those interested in the theoretical aspect of consumer behaviour. Index. a

HC 79.C6 W66 658.342

Available from: Elsevier North Holland
Cost: $21.00 - $30.99

ii. Special Groups

Alberta Advanced Education and Manpower. Matter of Time: No Place to Go/It All Adds Up (Videocassette). Edmonton: ACCESS Alberta, n.d.

2 programs. 13 minutes 18 seconds and 9 minutes 54 seconds. colour. 1/2 in. and 3/4 in.

Accompanies A Matter of Time; Pre-Retirement Leader's Guide (HQ 1061 A523). a

HQ 1062 A22 301.435

Available from: ACCESS Alberta or Alberta Manpower, Career Resources Branch
Cost: Limited distribution, contact publisher

Alberta Advanced Education and Manpower. Matter of Time: Pre-Retirement Leader's Guide (Book). Calgary: ACCESS Alberta, 1981. 59p.

The purpose of this program is to provide people 40 years of age and older "with the necessary information and appropriate life-planning, problem-solving and decision-making skills to prepare for satisfying retirement planning goals." Each of the 7 sessions focuses on one key area of retirement planning such as the aging process, financial planning, management of unscheduled time, and relationships. The workshops follow a small-group discussion approach and corresponding videotapes act as focal points. Videotapes are available to educational institutions from ACCESS Media Resource Centre. Private companies and organizations should contact Career Resources Branch, Alberta and Manpower. tg/a

HQ 1061 A523 301.435

Available from: ACCESS Alberta or Alberta Manpower, Career Resources Branch
Cost: Limited distribution, contact publisher

Alberta Advanced Education and Manpower. Time of Your Life: A Guide to Pre-Retirement Planning (Book). Edmonton: The Department, 1982. 80p.

This booklet describes planning as a positive approach to life. It means looking ahead with confidence and making careful decisions about health, housing, money and goals. Decisions regarding family, friends, and moving and leisure time are also important and are briefly discussed. Addresses, glossaries, checklists and suggested activities and reading lists and scattered throughout this short but informative book. a

HQ 1061 A52 301.435

Available from: Alberta Manpower
Cost: Free

Alberta Consumer and Corporate Affairs. Consumer Education and Information. Making the Most of Your Money: Consumer Education Materials for Use With Northern Native People (Kit). Edmonton: The Department, 1984. 53p. and duplicating masters.

The teaching package is designed to assist helping professionals and Native instructors teach Native people living in Northern Alberta better money management, banking and food-shopping skills. Each of the three units contains directions, presentation notes and duplicating masters; they can be used separately or together with the others. The objectives of the teaching package are to have participants able to: plan a personal budget, apply basic money management skills to everyday situations, understand banking services, use local banking services and examine and apply money saving ideas when shopping for groceries. While parts may be adaptable for Native groups other than Northern Albertans, caution is urged as there are many differences among Native groups living in Alberta. a

HG 179 A422 1984 332.024

Available from: Available on loan from Resource Centre
Cost: n.a.

Anema, Durlynn. Sharing an Apartment (Book). On Your Own Series. Hayward, CA: Janus, 1981. 64p. and tg.

Series workbooks are designed to help older low achievers - secondary level poor readers and slow learners - develop independent living skills. The Janus "On Your Own" Series is devised to help these special-needs students develop skills in reading, writing, thinking independently and decision-making as well as prepare for their future as adults. Stories, follow-up exercises and activities provide opportunities to solve problems and to evaluate various aspects of their own lives. The revised Spache Readability Formula averages range from 2.1 to below 2.5. The teacher's manual lists difficult words, suggests approaches to teaching the units and includes answer keys. Other titles are listed in the index under the name of the series. tg/jh-sh

TX 957 A6 640

Available from: Science Research Association (Canada)
Cost: $0 - $5.99

Automobile Insurance (Kit). Kalamazoo, MI: Interpretive Education, 1973.

1 filmstrip, 1 cassette, teacher's guide.

High interest/low vocabulary American materials designed to help the special-needs learner develop at his or her own pace, offer advice on buying adequate auto insurance and finding and selecting an agent. sh-a

HG 8051 A98 368.2

Available from: Guidance Associates
Cost: $31.00 - $50.00

Budgeting (Book). Follett Coping Skills Series. Chicago: Follett Publishing, 1977. 63p.

One of the Follett Coping Skills Series, Budgeting is a brief workbook for adults with special learning needs. The vocabulary is basic, the lessons are simply stated, the format and layout are logical and professional, as are the many form samples. Eight lessons and activities on specific aspects of budgeting are grouped into two units, "Finding Out What You Spend", and "Making a Budget". Answers to exercises and activities are provided. a

TX 326 B856 332.024

Available from: Nelson Canada
Cost: n.a.

Canada Consumer and Corporate Affairs. Consumer Sourcebook for the Disabled (Book). Ottawa: Supply and Services Canada, 1982. 118p.

Books and audio materials covering most aspects of daily living emphasize information that "will enhance the normal functioning of persons with a disability and encourage them to use standard consumer products and services." Much of the material covers government and other research but many "how to" books are included. Although the emphasis is on the needs of the physically disabled, there are items for the developmentally and mentally handicapped, the elderly and others with special needs. The emphasis on Canadian materials including the French language increase the usefulness of this sourcebook. a

TX 335 C161 362.1

Available from: Supply and Services Canada
Cost: Limited distribution, contact publisher

Canada Consumer and Corporate Affairs. Food Talk; Background Kit (Kit). Ottawa: The Department, n.d.

1 volume.

Developed for the federal department's "Food Talk" project teams, this learning and training program provides a wealth of information and assistance to anyone informing people with limited incomes and educational disadvantages about nutrition and how to get better value for their food dollar. Eating better for less, kitchen conservation, food labels, unit pricing, advertising and Canada's Food Guide are some of the topics covered. Strategies for bulk-buying, using food co-ops or buying in cafeterias and vending machines are suggested. Special sections include a "FooDollar" workshop, games, questionnaires and resource lists. While written specifically for the project team participants, a brief leader's guide outlines how to reach target groups and how to work with them. tg

TX 341 C163 641.31

Available from: Canada Consumer and Corporate Affairs
Cost: Limited distribution, contact publisher

Canario, Jack. Be Ad-Wise; A Guide to Reading Ads (Book). Money Matters Series. Hayward, CA: Janus, 1981. 64p. and tg.

This series of workbooks/guides is designed to help secondary, special-needs students use ads wisely, shop wisely, budget their resources and to show these students how to obtain and use chequing accounts. Illustrated stories are interwoven throughout the units. These stories provide motivation to master the concepts and provide concrete examples of these concepts. Readability averages 2.5 on the Spache Formula. The Teacher's Guide lists different words, suggests teaching approaches and includes answer keys. Other titles in the series are listed under series name in the index. tg/jh-sh

HF 5832 C27 659.1

Available from: Science Research Association (Canada)
Cost: $0 - $5.99

Caplovitz, David. Poor Pay More: Consumer Practices of Low Income Families (Book). New York: Free Press, 1967. 225p.

Presents the findings of a study on the consumer practices of low-income families in four New York housing projects. The buying patterns of these families - how they shop, the prices they pay, their use of credit, their debts and assets, their consumer problems, and their methods of coping - are reported. Although figures are dated, the study, theoretical observations, and practical recommendations are valid. sh-a

HC 79.P6.C17 362.5

Available from: Collier MacMillan
Cost: $6.00 - $12.99

Chan, Janis Fisher. Getting Help; A Guide to Community Services (Book). On Your Own Series. Hayward, CA: Janus, 1981. 64p. and tg.

Series workbooks are designed to help older low achievers - secondary level poor readers and slow learners - develop independent living skills. The Janus "On Your Own" Series is devised to help these special-needs students develop skills in reading, writing, thinking independently and decision-making as well as prepare for their future as adults. Stories, follow-up exercises and activities provide opportunities to solve problems and to evaluate various aspects of their own lives. The revised Spache Readability Formula averages range from 2.1 to below 2.5. The teacher's manual lists difficult words, suggests approaches to teaching the units and includes answer keys. Other titles are listed in the index under the series name. tg/jh-sh

HV 1421 C42 360

Available from: Science Research Association (Canada)
Cost: $0 - $5.99

Chan, Janis Fisher. Pay by Check; A Guide to Checking Accounts (Book). Money Matters Series. Hayward, CA: Janus, 1981. 64p. and tg.

This series of workbooks/guides is designed to help secondary, special-needs students use ads wisely, shop wisely, budget their resources and to show these students how to obtain and use chequing accounts. Illustrated stories are interwoven throughout the units. These stories provide motivation to master the concepts and provide concrete examples of these concepts. Readability averages 2.5 on the Spache Formula. The Teacher's Guide lists difficult words, suggests teaching approaches and includes answer keys. Other titles are listed in the index under the series name. tg/jh-sh

HG 1501 C4 332.7

Available from: Science Research Association (Canada)
Cost: $0 - $5.99

Clothing, A Basic Need (Kit). Chicago: Encyclopedia Britannica, 1981.

4 filmstrips, 4 cassettes, teacher's guide.

The series' objectives are to make students aware of "the role of family and community in satisfying this basic need". Intended for primary and special education students this Britannica Basic Needs Program includes topics on why we need clothing, making cloth, making clothes and describes clothing around the world. Content descriptions, scripts, and vocabulary are included as are discussion topics and activity suggestions. pr-ue

TX 356 C68 646

Available from: Visual Education Centre
Cost: $125.00

Consumer Education for Families with Limited Incomes (Book). Lubbock, TX: Home Economics Instructional Materials Center, 1980. 474p. & Spanish supp.

Designed as an aid for teaching consumer education to disadvantaged adults, the guide is divided into two major sections. The first includes an overview, suggestions for planning, teaching and evaluating programs, and guidelines for working with the disadvantaged. Section two offers lessons for groups in ten areas such as decision-making, borrowing and buying. The lessons in this section have been translated into Spanish and comprise the third section. Lessons contain behavioural objectives, vocabulary, suggestions for learning experiences and for application, and key ideas. Directions are included for transparencies, posters and other visuals; also included are suggestions for simulations, case studies, skits, stories and handouts. Written for use with adult groups having fourth to sixth grade educational levels, these units will be useful to any teacher or organization attempting to fulfill one of the "greatest needs of low-income families" — consumer education. tg/a

TX 335 C768 640.73

Available from: Texas Tech University
Cost: $6.00 - $12.99

Cooke, Ronald J. Money-Making Ideas for Retirees (Book). Toronto: General Publishing, 1983. 198p.

A guide to starting a second career or earning more money. The money-making ideas range from tuning pianos to gift-wrapping. None of the ideas are described in detail but enough information is provided as a starting point. a

HQ 1062 C66 646.79

Available from: General Publishing
Cost: $6.00 - $12.99

Fletcher, William. Finding a Good Used Car (Book). Janus Survival Guide. Hayward, CA: Janus, 1977. 65p.

The primary objective of this manual is to help students choose a used car wisely by learning how to properly appraise vehicles. Each section includes review questions, words to know, and a summary of important points. Clearly labelled diagrams ensure understanding of how a car works and what constitutes car damage. The text is suitable for students who have serious reading handicaps; with the exception of the auto vocabulary, the text averages 2.5 or below, as measured by the Spache Readability Formula. A brief Teacher's Manual accompanies the guide. jh-sh

TL 151 F63 629.2222

Available from: Science Research Associates Canada
Cost: $0 - $5.99

Goble, Dorothy. You and Your Money (Book). Austin: Steck-Vaughn, 1977. 58p.

Written for beginning adult students who want to develop their skills in reading comprehension and to improve their abilities in written expression. The "Worktext" uses typical situations and fundamental principles to show possible money-management pitfalls into which many adults often fall. Each of the five units is preceded by a list of the more difficult words and followed by a variety of exercises reviewing vocabulary and content. sh-a

TX 335 G82 332.024

Available from: McGraw-Hill Ryerson
Cost: $0 - $5.99

Good Buys: Alternatives to Shopping Malls (Kit). Kildeer, IL: Learning Seed, 1983.

2 filmstrips, 2 cassettes, 2 duplicating masters, teacher's guide.

The best values can be found in thrift shops, flea markets, factory outlets, garage sales, food co-ops, classified ads, community bulletin boards, or by bartering, doing-it-yourself/growing-it-yourself and sometimes even by deciding not to buy at all. The two-part filmstrip briefly explores these alternatives to shopping centres and offers advice on buying on a tight budget. tg/sh-a

TX 167 G77 1983 640.73

Available from: Social Studies School Service
Cost: $75.00

Henney, R. Lee. Consumer Economics (Kit). Valparaiso, IN: Educational Diagnostic Services, 1975.

4 booklets, teacher's guide.

Four booklets attempt to increase the consumer skills of adults. Managing Your Money covers currency, weights and measures, taxes and money management. The Best Buy considers basic economics, comparison shopping and advertising. Spending Your Money discusses such major expenditures as housing, a car, home furnishings as well as care of possessions. Aids to the Consumer presents banking services, credit, insurance and consumer protection. Information is standard and U.S. oriented, but reading level is low and suggested tasks practical and useful. a

HG 179.H38 332.024

Available from: Education Diagnostic Services
Cost: $6.00 - $12.99

Herzog, Betty. Finding Housing (Book). Follett Coping Skills Series. Chicago: Follett, 1981. 64p. and tg.

One of the Follett Coping Skills Series, Finding Housing is a brief workbook for adults with special learning needs. The vocabulary is basic and the lessons are simply stated. Eleven lessons and activities are grouped into two units on renting or buying. The Series provides material for young adults as well as for adults that is "readable, adult in content, task centered and easy to teach". Written at or below the 3.5 grade level according to the Spache Readability Formula, the adult content of the Series is particularly useful for students between the ages of 16 and 21. tg/sh-a

HD 7287.6 H27 640

Available from: Social Studies School Services
Cost: $6.00 - $12.99 paperback

Housing, Home Furnishings and Equipment (Book). Lubbock, TX: Home Economics Curriculum Center, 1983. 306p.

Strategies for teaching "mainstream" special needs students — the mentally handicapped, physically handicapped, learning disabled, and disadvantaged — form a major part of this vocational education guide designed to help vocational home economics teachers in teaching seventh to twelfth grade students. tg/jh-sh

TX 311 H69 1983 645

Available from: Home Economics Curriculum Center
Cost: $13.00 - $20.99

Johnston, William L. What Everyone Should Know About: Advertising & Comparison Shopping (Book). Chatsworth, CA: Opportunities for Learning, 1982. 37p.

In "Advertising" students are taught to intelligently evaluate advertisements; in "Comparison Shopping", students discover various shopping aids and techniques, and the sources of information available. Each part is a compilation of duplicating masters and each is written at a third-grade reading level. Others entitled What Everyone Should Know About ... are listed in the index. tg/a

HF 5823 J75 659.1

Available from: Social Studies School Service
Cost: $6.00 - $12.99

Johnston, William L., and MacDonald, Dianne. What Everyone Should Know About: Housing and Paying for a Car (Book). Chatsworth, CA: Opportunities for Learning, 1982. 46p.

Each part is a compilation of duplicating masters and each is written at a third-grade reading level. "Housing" looks at the kinds of housing available, at renting, leasing and buying. Students learn what to look for in obtaining the housing they want and can afford. "Paying for a Car" looks at the cost of an auto loan, where to get one, contract terms and illegal contracts. Also discussed is what one may expect once an auto loan is obtained; others entitled What Everyone Should Know About ... are listed in the index. tg/a

HD 7287 J65 1982 643

Available from: Social Studies School Service
Cost: $6.00 - $12.99

Kelsey, Keenan Colton. More for Your Money; A Guide to Comparison Shopping (Book). Money Matters Series. Hayward, CA: Janus, 1981.

This series of workbooks/guides is designed to help secondary, special-needs students use ads wisely, shop wisely, budget their resources and to show these students how to obtain and use chequing accounts. Illustrated stories are interwoven throughout the units. These stories provide motivation to master the concepts and provide concrete examples of these concepts. Readability averages 2.5 on the Spache Formula. The Teacher's Guide lists difficult words, suggests teaching approaches and includes answer keys. Other titles are listed in the index under the series name. tg/jh-sh

TX 167 K4 640.73

Available from: Science Research Association (Canada)
Cost: $0 - $5.99

Lappin, Myra. Need a Doctor? (Book). On Your Own Series. Hayward, CA: Janus, 1981. 64p. and tg.

Series workbooks are designed to help older low-achievers - secondary level poor readers and slow learners - develop independent living skills. The Janus "On Your Own" Series is devised to help these special-needs students develop skills in reading, writing, thinking independently and decision-making as well as prepare for their future as adults. Stories, follow-up exercises and activities provide opportunities to solve problems and to evaluate various aspects of their own lives. The revised Spache Readability Formula averages range from 2.1 to below 2.5. The teacher's manual lists difficult words, suggests approaches to teaching the units and includes answer keys. Other titles are listed in the index under series name. tg/jh-sh

R 727.5 L26 362.1

Available from: Science Research Association (Canada)
Cost: $0 - $5.99

Lazarus, Morden. Looking Forward: A Guide for Retirement (Book). Toronto: CPA Publishers, 1983. 101p.

This brief guide to research, statistics, government policy and federal and provincial aid programs will be of interest to "counsellors and others who wish to have a ready source of information about pre-retirement planning and living through retirement." a

HQ 1062 L39 1983 301.435

Available from: CPA Publishers
Cost: $0 - $5.99

Liability Insurance (Kit). Kalamazoo, MI: Interpretive Education, 1980.

1 filmstrip, 1 cassette, 1 teacher's guide.

This high interest/low vocabulary American program, designed to enhance individualized learning, is sequential and very repetitive. The very brief teacher's guide contains utilization instructions, learner outcome, activities before and after using the filmstrip and suggestions for people to invite to the classroom. With this material the learner should understand the necessity of insurance, how it works, how to determine needs and how to fill them. sh-a

HG 9970 L51 368.5

Available from: Guidance Associates
Cost: $31.00 - $50.00

Life Experience Training, Education for Living Curriculum (Book). Toronto: Ontario Association for the Mentally Retarded, 1974. 64p. and Appendix.

This curriculum is based upon behaviour modification principles. It assumes that the mentally retarded "can learn social conventions and skills if the material is presented in a systematic fashion" showing the consequences of a particular behaviour. The "best" solution can then be chosen and self-esteem is increased. Each lesson plan includes a statement outlining goal behaviour, assessment, consequences and process. Basic self-help lessons cover dressing, undressing and grooming. Purchase and care of clothing and food, handling money, first aid and use of community resources such as restaurants, the mail service, and public transportation are covered in the advanced self-help section. Bibliography and index. tg

HF 3738 O884 371.9

Available from: Ontario Association for the Mentally Retarded
Cost: $6.00 - $12.99

May, Elizabeth Eckhardt, and Waggoner, Neva R. Independent Living for the Handicapped and the Elderly (Book). Boston: Houghton Mifflin, 1974. 271p.

This "how to" book for men, women, and children with physical limitations who would like to live as independently as possible, is also written for their families and personnel in the fields of rehabilitation, home management, housing, clothing, child development and family relations. Dressing oneself and the care of children are among the problems addressed in a candid, no-nonsense manner. Plenty of illustrations accompany the text and appendices contain instructions for adapting child care and household equipment and making clothing adaptations. Source lists of devices, a bibliography and an index make this practical book even more complete. a

HF 3738 M2 371.9

Available from: Houghton Mifflin Canada
Cost: $21.00 - $30.99

McMillan, Constance Van Brunt. Buying on Credit (Book). EMC Corporation Workbook Series. St. Paul: EMC Corporation, 1979. 32p.

A reading specialist has written this student workbook which explains the need for, and the use and misuse of credit. This workbook for students with low comprehension skills includes a "Buying on Credit" game which is intended to remind them of the differences in the ways of obtaining credit. sh-a

HG 3755 M35 332.743

Available from: Changing Times Education Service
Cost: $0 - $5.99

Northern Dollar: A Handbook for Basic Money Management (Book). Yellowknife: Northwest Territories Department of Education, 1977. 271p.

The introduction states that topics and content are "directed towards people with little experience in a wage economy with its complex marketplace and variety of financial services." Materials on personal finance may be used with low income consumers, native groups, and those needing upgrading of language or life skills. a

HG 179 N62 332.024

Available from: Northwest Territories Department of Education
Cost: n.a.

O'Neill, Sheila A. Budgeting, Banking and Buying (Book). Consumer Skills Manuals. Toronto: Ontario Association for the Mentally Retarded and the Ontario Ministry of Consumer and Commercial Relations, 1981. 98p.

This manual not only provides information for instructors on the consumer skills involved in budgeting, banking and buying, but presents training approaches designed to teach people with various handicapping conditions. It relates these approaches to a developmental model, the Life Experience Continuum. The manual introduces the basics of banking and budgeting, describes consumer responsibilities and aspects of shopping, and discusses consumer complaints. Suggested learning activities are provided for most of the topics, and there is a bibliography. tg

HG 221 O7 332.1

Available from: Ontario Association for the Mentally Retarded
Cost: $6.00 - $12.99

O'Neill, Sheila A. Finding, Renting and Furnishing a Place of Your Own (Book). Consumer Skills Manuals. Toronto: Ontario Association for the Mentally Retarded, and the Ontario Ministry of Consumer and Commercial Relations, 1981. 122p.

Another in a series of Consumer Skills manuals being published jointly by the Ontario Ministry of Consumer and Commercial Relations and the Ontario Association for the Mentally Retarded. Three sections cover types of accommodation, the lease or tenancy agreement, and furnishing, decorating, and maintaining a home. The Resource Centre has others in this series: Banking, Budgeting and Buying, Purchase and Storage of Food, and Purchase and Care of Clothes, reviewed elsewhere. tg

HF 3738 O882 346.71

Available from: Ontario Association for the Mentally Retarded
Cost: $6.00 - $12.99

Ontario Ministry of Consumer and Commercial Relations. Consumer Skills for Disadvantaged Adults: An Annotated Bibliography (Book). Toronto: The Ministry, 1980. 99p.

Resources suitable for teaching consumer education to adults - particularly disadvantaged by reason of age, income, language, handicap, race, geography, or culture - include books, kits, games, films, and other materials published since 1970. Comprehensive and topical teachers' guides complement the list. Each entry is coded for reading level and suggested group suitability. Concept levels are indicated in the annotation. The materials are useful for community workers in an informal setting or for teachers in a classroom, and range in subjects from budgeting to consumer rights. a

HF 3738 O88 362.5

Available from: Ontario Government Publications Centre
Cost: $0 - $5.99

Ontario Ministry of Consumer and Commercial Relations. Insurance (Kit). Toronto: The Ministry, n.d.

Booklets, leader's guide.

Designed to introduce students to insurance as a concept and as a function in society, this package includes the language necessary in real life situations as well as insurance facts. Exercises in reading, writing, speech, and listening are also included. The kit is intended for use primarily with students of English as a Second Language and it provides related language activity suggestions for lower level and higher level classes. tg/a

HG 8051. ON8 368

Available from: Ontario Ministry of Consumer and Commercial Relations
Cost: n.a.

Ontario Ministry of Consumer and Commercial Relations. Purchase and Care of Clothes (Book). Toronto: Association for the Mentally Retarded, 1980. 90p.

The series of Consumer Skills Manuals "presents training approaches designed to teach mentally retarded individuals the consumer skills associated with independent living and relates these approaches to a development model. Its stages are designed to help the teacher in analyzing tasks and developing methods of training. The manual's three sections, "Before You Buy", "When You Buy", and "After You Buy" provide enough background information for the instructors and learning activities for the student that upon completion of a program the student should be able to determine his or her clothing needs, purchase suitable clothing and take care of clothes properly. Bibliography. a

TX 335 O84 646

Available from: Association for the Mentally Retarded
Cost: n.a.

Ontario Ministry of Consumer and Commercial Relations. Purchase and Care of Food (Book). Consumer Skills Manuals. Toronto: Ontario Association for the Mentally Retarded, 1980. 108p.

The series of Consumer Skills Manuals presents training approaches designed to teach mentally retarded individuals the consumer skills associated with independent living and relates these approaches to a development model. Its stages are designed to help the teacher in analyzing tasks and developing methods of training. The manual's three sections, "Before You Buy", "When You Buy", and "After You Buy" provide enough background information for the instructors and learning activities for the student that upon completion of a program the student should be able to buy foods skillfully, plan and prepare inexpensive nutritious meals, store foods properly and practice good eating habits. Bibliography. a

TX 335 O85 641

Available from: Ontario Association for the Mentally Retarded
Cost: n.a.

Ontario Ministry of Consumer and Commercial Relations. Report on Consumer Outreach '80 (Book). Toronto: The Ministry, 1980. 47p.

This is a report on a project developed by the Ministry and sponsored by the Ontario Youth Secretariate. The project was designed to promote consumer awareness among disadvantaged consumers. Based on the results of the 1978 data-gathering survey and the response to the subsequent community - based consumer education project in 1979, the 1980's project's stated objectives were to conduct programs in co-operation with local community service agencies, to facilitate subsequent ongoing programs, and to promote greater access to consumer information. Though brief, this report would be useful to educators looking for ideas in choosing relevant topics or developing programs. One result of this project is the Consumer Skills for Disadvantaged Adults: An Annotated Bibliography (HT 3738 O88), which is also reviewed. a

TX 335 O86 640.73

Available from: Ontario Ministry of Consumer and Commercial Relations
Cost: n.a.

Oppenheim, Irene. Consumer Skills (Book). rev. ed. Peoria, IL: Bennet Publishing, 1982. 416p.

This U.S. textbook covers spending, budgeting, credit, shopping, transportation, leisure, insurance, employment, banking, the environment and economics. Traditional textbook format is followed but information relating to the daily life of the reader, and anecdotes make the chapters more interesting. Information, review questions, terms to know and activity suggestions comprise each chapter. Written for junior high school students, this item may be suitable for low income adult groups or a young adult just "moving out". Indexed. jh-sh

TX 335 O5 1982 640.73

Available from: Copp Clark Pitman
Cost: $31.00 - $50.00

Owl Who Gave a Hoot (Film). Toronto: International Tele-Films, 1967.

16 mm. colour. 15 minutes.

Consumer fraud information is presented in an original fashion. Colourful cartoon animal characters represent fraudulent salesmen, story cartoon clips illustrate possible fraudulent deals, and lively rock-n-roll music points out the consequences of these deals. Examples of the consumer frauds illustrated are door-to-door salesmen who leave things on approval, deceitful used car salesmen, the overpriced neighbourhood grocer, and the high interest loan shark. Despite the cartoon format, only older viewers will appreciate and understand hidden facts and the film's wit. Although aimed at lower income consumers, the film is relevant to consumers of any income level. Videotape copies available from ACCESS TV North. jh-a

CAF 110

Available from: International Tele-Films
Cost: Contact publisher

Owl Who Gave a Hoot (Videocassette). Edmonton: ACCESS Alberta, 1967.

1 videocassette. colour. 15 minutes. 3/4 in.

The film with the same name (CAF 110) is reviewed elsewhere. jh-a

HC 79 C63 Ow4 364

Available from: ACCESS TV North
Cost: Contact ACCESS TV North

Patterson, Jeffrey. Guides for Family Budgeting... (Book). Toronto: Social Planning Council of Metropolitan Toronto, annual.

This issue incorporates the periodic "Guides for Family Budgeting", and the :Budget Guides for the Elderly and for Single Parents." They give specific costs for food, housing, clothing, recreation, etc. and call attention to some special circumstances that might affect family budgeting such as day-care fees. There are numerous tables and guidelines for item purchasing throughout the guide and the last section contains samples of various family budgets. Even though the guide reflects the cost of living in Metropolitan Toronto for low and moderate income families, teachers in other cities and regions will find this guide useful in establishing budget guidelines. a

TX 326 G94 1983 640.42

Available from: Social Planning Council of Metropolitan Toronto
Cost: $13.00 - $20.99

Pogrand, Phyllis, and Grebel, Rosemary. Caring for Your Car (Book). On Your Own Series. Hayward, CA: Janus, 1981. 64p. and tg.

Series workbooks are designed to help older low achievers - secondary level poor readers and slow learners - develop independent living skills. The Janus "On Your Own" Series is devised to help these special-needs students develop skills in reading, writing, thinking independently and decision-making as well as prepare for their future as adults. Stories, follow-up exercises and activities provide opportunities to solve problems and to evaluate various aspects of their own lives. The revised Spache Readability Formula averages range from 2.1 to below 2.5. The teacher's manual lists difficult words, suggests approaches to teaching the units and includes answer keys. Other titles are listed in the index under the series name. tg/jh-sh

IL152 P6 629.28

Available from: Science Research Association (Canada)
Cost: $0 - $5.99

Practical Guide to Financial Planning for Retirement (Book). Don Mills: Life Underwriters Association of Canada, 1980. 27p.

This booklet consists of five parts: a brief explanation of why consideration of income and capital needs is necessary; a guide to determining income and capital needs at retirement; forms to categorize present assets and projected value; forms to measure projected benefits and accumulations against estimated needs; and calculations to indicate where adjustments are necessary in the accumulation of assets and the type of investments required. a

HQ 1062 P7 332.024

Available from: Life Underwriters Association of Canada
Cost: $6.00 - $12.99

Primavera, Joanne. What Everyone Should Know About: Budgeting (Book). Chatsworth, CA: Opportunities for Learning, 1982. 24p.

Another compilation of duplicating masters written at the third-grade reading level, this booklet shows students the value of a budget in helping them get the things they want as well as the things they need. The final exercise gives the student an opportunity to design a budget according to his or her own circumstances. Others entitled What Everyone Should Know About ... are listed in the index. tg/a

TX 326 P933 1982 332.024

Available from: Social Studies School Services
Cost: $6.00 - $12.99

Regan, Ellen M., and Harris, Marion. To Learn/To Think: Curriculum Materials for the Kindergarten (Book). Toronto: Institute for Studies in Education, 1980.

Designed to "promote concept learning and the development of the thinking skills in young children" these materials are organized into diagnostic activities for learning basic meaning, using simple concepts, communication skills and relationship thinking. Intended for use in the kindergarten program, many of the tasks and activities are useful at the primary level, in special education or in teaching English as a second language to children. tg/pr

LB 1169 R43 372.218

Available from: OISE Press
Cost: $6.00 - $12.99 paperback

Saskatchewan Consumer and Commercial Affairs and Department of Northern Saskatchewan. To Buy...Or Not to Buy (Kit). Regina: Saskatchewan Consumer and Commercial Affairs, n.d.

1 volume.

This series of information packages has been developed to help Northern consumers make informed decisions about the items they might buy. The packages are entitled: "Deciding to Buy", "How Do I Pay For It?", and "It Quit - Now What?" Fact Sheets and activities on information-gathering comprise the first package; the second covers every aspect of credit as one method of paying for major purchases;

the third package offers suggestions on how to make a consumer complaint. Designed for use by Northern adults at a grade 5-10 reading level, they have also been used in a variety of program areas. A Skill Topic Matrix introduces each package and provides the educator and learner with a guide to areas of skill development contained in the package. This set of individualized learning packages is part of a comprehensive money management learning unit; The Money-Go-Round (TX 335 S276) and Stretching Food Dollars (TX 335 S274) complete the series, and are reviewed elsewhere. tg/a

TX 335 S27 640.73

Available from: Saskatchewan Consumer and Commercial Affairs
Cost: Limited distribution, contact publisher

Saskatchewan Consumer and Commercial Affairs. Money Go Round (Kit). Regina: Northern Continuing Education, 1980.

1 volume.

"Understanding your paycheque" and "Budgeting is for the birds" are two of the titles in this series of five learning packages dealing with money management. Developed for Northern adults with grades 5-10 reading level, the series is designed to improve reading, researching, comprehension, and math skills. The continuing story of Mary's life provides material for general discussion and provides the basis for the problem-solving or decision-making activities. Each package includes a skill topic matrix and a list of suggested resources. For use with adults with grade 4 or 5 reading ability. tg/a

TX 335 S276 332.024

Available from: Saskatchewan Consumer and Commercial Affairs
Cost: Limited distribution, contact publisher

Saskatchewan Consumer and Commercial Affairs. Stretching Food Dollars (Kit). Regina: Northern Continuing Education, 1980.

1 volume.

Stretching Food Dollars contains three illustrated learning packages written in basic language. "Shape Up Your Shopping", "The Big Sell", and "Label Talk" are designed to develop reading, researching and math skills as well as shopping skills. Developed for Northern adults with grades 5-10 reading levels, each package provides a wealth of information simply written and illustrated, clearly explaining points such as how to find and how to read "best before" dates. Each package suggests resources for the student, provides worksheets and activities which help the student rate his awareness of the topic, and provides information sheets on such topics as recommended food storage times. a

TX 335 S274 641

Available from: Saskatchewan Consumer and Commercial Affairs
Cost: Limited distribution, contact publisher

Sellers, Nancy. Advertising Techniques and Consumer Fraud (Book). Lifework series. New York: McGraw-Hill, 1980. 108p.

This workbook has two parts. The first section—advertising techniques—is designed to increase students' awareness of the effects ads have on what they buy and how they buy. The second part—consumer fraud—helps them understand what consumer fraud is. This section also points out the most common kinds of consumer fraud and the methods for complaining. There are short stories, check tests, lists of words to know, and many activities. Written at a junior level, it would also be adapted for some adult programs. American laws limit its use to an extent. jh

HF 5832 S34 640.73

Available from: McGraw-Hill Ryerson
Cost: $0 - $5.99

Sellers, Nancy. Buying and Caring for Your Car and Insurance for Your Life, Health and Possessions (Book). Lifeworks Series. New York: McGraw-Hill, 1980.

This two-part student workbook is written at a junior level. The first section is designed to help students understand how to buy and care for a car; the second section shows students what to look for when buying insurance. As in other Lifeworks titles, there are short stories, check tests (with answers), lists of words to know, and activities relating to each topic. jh

TL 162 S44 629.2222

Available from: McGraw-Hill Ryerson
Cost: $6.00 - $12.99

Sellers, Nancy. Comparison Shopping and Caring for Your Personal Possessions (Book). Lifeworks Series. New York: McGraw-Hill, 1980. 92p.

This student workbook is designed to inform students about comparison shopping and how to care for their purchases. Consumer information is presented concerning food, clothing, and household items. There are short stories, check tests (with answers), lists of words to know and activities relating to each topic. jh-sh

TX 335 S419 640.73

Available from: McGraw-Hill Ryerson
Cost: $6.00 - $12.99

Shurtz, Ann. Audio-Visual Resource Notebook for Adult Consumer Education (Book). Fairfax: Virginia Consumer Audio-Visual Education Project, 1979. 164p. and supp.

According to the long subtitle the resource notebook is: "an annotated bibliography of selected audio-visual aids for adult consumer education with special emphasis on materials for elderly, low-income and handicapped consumers". Included in the selection are almost 300 items for use as part of consumer education programs (not those assigned exclusively for classroom use) that run less than one half hour and contain both audio and visual components. The 1980 supplement suggests 40 items for use with foreign speaking groups. Each annotation contains a wealth of information including an indication of target audiences and preview ratings. Additional information may be found in two other bibliographic sections. "Field Testing" details the results of limited field testing on 35 items. "Program Suggestion" offers advice on materials for presentations to specific target groups. Addresses of producers and an index complete this informative list. a

TX 147 S93 371.33

Available from: Virginia Consumer Audio-Visual Education Project
Cost: n.a.

Snyder, Sarah. Renting it Right (Book). EMC Corporation Workbook Series. St. Paul: EMC Corporation, 1980. 32p.

Another in a series of workbooks for students with lower comprehension skills, this one emphasizes how to decide what one needs and wants in accommodation. Illustrations, forms and tests help the student figure out how and what to look for in a place to rent. sh-a

HD 7287.6 S59 640

Available from: Changing Times Education Service
Cost: $0 - $5.99

Starkey, Carolyn, and Penn, Norgina W. You The Buyer (Book). New York: Globe, 1980. 120p.

The workbook is divided into four units: The Buyer's Options, The Buyer's Dollar, The Buyer's Marketplace, and The Final Checkup. From reading ads and comparing prices to writing a cheque, You, the Buyer helps develop the basic skills needed to become an educated buyer. The authors, life skills and reading specialists, take the reader through each step, provide vocabularies and alert the reader to particular points to remember. Many drawings, photographs and sample forms supplement the text. tg/sh-a

TX 335 S72 640.73

Available from: Globe/Modern Curriculum Press
Cost: $6.00 - $12.99

Swartz, Melvin Jay. Don't Die Broke! A Guide to Secure Retirement (Book). rev. ed. New York: E.P. Dutton, 1978. 244p.

To Swartz, "secure retirement" means financial and legal security. His advice on wills, trusts, probate, taxes and insurance will also help in avoiding some of the other problems of retirement, the social and psychological worries. Caution must be used when reading this book because its scope is limited to the legal status and laws of the aged in the United States. Discussion of common problems and the general principles of decision-making, money management and seeking (and paying for) expert advice will help Canadians avoid mistakes in planning for secure financial retirement. a

KF 390 A4 S9 1978 340.02

Available from: Beaverbooks
Cost: $0 - $5.99

Thypin, Marilyn. More Food for Our Money: Food Planning and Buying (Book). St. Paul, MN: EMC Corporation, 1979. 59p.

Shopping for food in a nutritious and economical fashion is demonstrated by following a young married couple on two weekly shopping trips. Through their conversation, readers learn about cost comparisons and the use of coupons. The principles being discussed apply in any modern shopping situation. Suitable for students who have reading handicaps. jh-sh

TX 356 G53 641

Available from: Marvin Melnyk
Cost: $0 - $5.99

Thypin, Marilyn, and Glasner, Lynne. Good Buy! Buying Home Furnishings (Book). St. Paul, MN: EMC Corporation, 1980. 59p.

In this story we follow the steps that a newly married couple go through in deciding to buy a new couch for their apartment. In their considerations, they explore the features that should be evident in a well-made couch. Alternate methods of payment are explained and in particular, a store installment credit plan which the couple finally chooses. This is an easy reader that students can read and understand by themselves. Suitable for students who have reading handicaps. jh-sh

TX 167 T42 645

Available from: Marvin Melnyk
Cost: $0 - $5.99

Thypin, Marilyn, and Glasner, Lynne. Leases and Landlords: Apartment Living (Book). Consumer Education Series. St. Paul, MN: EMC Corporation, 1980. 59p.

A young couple encounter problems in having a leaky pipe fixed in their apartment while helping a sister-in-law find a suitable apartment for herself. Written in basic English in large print, this American book very clearly and simply explains all the steps that should be taken when looking for an apartment. sh-a

KF 590 Z9 T48 346.73

Available from: Changing Times Education Services
Cost: $0 - $5.99

Thypin, Marilyn, and Glasner, Lynne. Put Your Money Down: Buying on Credit (Book). Consumer Education Series. St. Paul: EMC Corporation, 1979. 59p.

Another story in EMC Corporation's basic English Consumer Education series, this time a couple shops for a new refrigerator and a credit plan with which to buy the new appliance. Photographs accompany the story. sh-a

TX 335 G49 640.73

Available from: Changing Times Education Services
Cost: $0 - $5.99

Tibbetts, John W., and Westby-Gibson, Dorothy. Personal and Family Financial Planning for Multicultural Adults (Book). Washington, DC: American Council of Life Insurance, 1982.

1 volume.

A staff development program for adult basic education and English as a Second Language teachers, administrators, counselors and staff developers. The staff development manual provides steps for introducing teachers to the relationships between cultural patterns and financial practices. The process model provides the concepts and processes upon which the workshop programme is built. The resource data manual provides research about the relationships of financial planning to cultural diversity. The teacher's manual provides a sample competency-based module for three basic financial areas: obtaining, using and protecting resources. tg

HG 179 T42 332.024

Available from: American Council of Life Insurance
Cost: Limited distribution, contact publisher

Toy Report: A Buyer's Guide to Toys (Book). Ottawa: Canadian Toy Testing Council, annual.

This guide presents an analysis of hundreds of toys tested by Canadian children in conjunction with the Canadian Toy Testing Council - a group of concerned parents and consumers. Listings show manufacture, toy name, model number, age range, price range, and comments. Treatment is according to type of toy - electronic games, plush toys, infant toys, science kits. Each type is divided into recommended, not recommended, and discontinued lists, with highly recommended toys indicated by bold print. Each toy's rating is based on 6 factors: design, function, safety, durability, packaging, and play value. All ages have been covered. The Toy Report lists suppliers as well as an index of toy names. New for the 1984 edition are 25 pages listing toys for the disabled child. Commercial and home-made toys which enrich playtime and help a child acquire new skills are suggested for the child with cerebral palsy, for the mentally disabled, the developmentally delayed, the sight impaired, hearing impaired, and for developing motor skills. a

TS 2301 T7 G591 688.7

Available from: Canadian Toy Testing Council
Cost: $0 - $5.99

Wahlstrom, Merlin W. Early Childhood Education: Perceptions of Programs and Children's Characteristics (Book). Toronto: Ontario Ministry of Education, 1980. 224p.

A summary of programs in Ontario for 3 to 8 year olds, this research examines the "problems, priorities and practices which have determined the range and nature of these opportunities." Two questionnaires developed to monitor these areas in the delivery of programs, were administered to school boards, focusing on the provision of services, and to teacher federations and parent associations, requesting response to the services delivered. Interviews of native and major ethnocultural groups observed reactions to the programs available. Statistics, program descriptions and the questionnaire address issues in the field and cover programs in day care, kindergarten, special education, French language schools, private schools, publicly-supported alternative schools, French as a Second Language programs, and hospitalized and homebound programs. a

LB 1140 W26 372.21

Available from: OISE Press
Cost: $0 - $5.99

Wilson, Rachel. Master Your Money; A Guide to Budgeting (Book). Money Matters Series. Hayward, CA: Janus, 1981. 64p. and tg.

This series of workbooks/guides is designed to help secondary, special-needs students use ads wisely, shop wisely, budget their resources and to show these students how to obtain and use chequing accounts. Illustrated stories are interwoven throughout the units. These stories provide motivation to master the concepts and provide concrete examples of these concepts. Readability averages 2.5 on the Spache Formula. The Teacher's Guide lists difficult words, suggests teaching approaches and includes answer keys. Other titles are listed in the index under the series' name. tg/jh-sh

TX 326 W4 640.42

Available from: Science Research Association (Canada)
Cost: $0 - $5.99

Your Guide for Teaching Money Management (Book). rev. ed. Prospect Heights, IL: Money Management Institute, 1981. 40p.

Another of the Money Management Institute booklets, this guide presents "concepts, learning experiences and resources for teaching personal economics to students of different ages and abilities". It can be used to teach a single unit or can be incorporated into various subject areas. Brief suggestions are provided to help educators adapt material when working with elementary school students, those of limited ability, low income groups, average ability, advanced accelerated groups, club groups and with adult education programs. tg/ue-a

HG 179 Y79 332.024

Available from: Household Finance Corporation of Canada
Cost: $0 - $5.99

III. FINANCIAL MANAGEMENT

A. Money Management

Alberta Advanced Education and Manpower. Matter of Time: No Place to Go/It All Adds Up (Video Cassette) Edmonton: ACCESS Alberta.

2 programs. 13 minutes 18 seconds and 9 minutes 59 seconds. colour. 1/2 in. and 3/4 in.

Accompanies A Matter of Time: Pre-Retirement Leader's Guide.

HQ 1062 A22 301.435

Available from: ACCESS Alberta or Alberta Manpower, Career Resources Branch
Cost: Limited distribution, contact publisher

Alberta Advanced Education and Manpower. Matter of Time: Pre-Retirement Leader's Guide (Book). Calgary: ACCESS Alberta, 1981 59p.

The purpose of this program is to provide people 40 years of age and older "with the necessary information and appropriate life-planning, problem-solving and decision-making skills to prepare for a satisfying retirement lifestyle, and to develop personal pre-retirement planning goals." Each of the 7 sessions focuses on one key area of retirement planning such as the aging process, financial planning, management of unscheduled time, and relationships. The workshops follow a small-group discussion approach and corresponding videotapes act as focal points. Videotapes are available to educational institutions from ACCESS Media Resource Centre. Private companies and organizations should contact Career Resources Branch, Alberta Manpower. tg/a

HQ 1061 A523 301.435

Available from: ACCESS Alberta or Alberta Manpower, Career Resources Branch
Cost: limited distribution, contact publisher

Alberta Advanced Education and Manpower. Time of Your Life: A Guide to Pre-Retirement Planning (Book). Edmonton: The Department, 1982. 80p.

This booklet describes planning as a positive approach to life. It means looking ahead with confidence and making careful decisions about health, housing, money and goals. Decisions regarding family, friends, moving and leisure time are also important and are briefly discussed. Addresses, glossaries, checklists and suggested activities and reading lists are scattered throughout this short but informative book. a

HQ 1061 A52 301.435

Available from: Alberta Manpower
Cost: Free

Alberta Consumer and Corporate Affairs. Consumer Education and Information. Money Talks: A Workshop for Parents on Teaching Children to Manage Money (Kit). Edmonton: The Department, 1983.

Duplicating masters, tipsheets, booklets, teacher's guide.

The objective of this teaching package is to teach parents how to teach their children to manage money. Although the package was prepared primarily for use with parents who have children aged 5 to 12, some information is included for parents of teenagers. A discussion format is used throughout the workshop. Background information and suggested discussion questions are provided. The main topics included are: basic skills (such as recognizing and naming coins and counting money), managing an allowance, saving, banking, shopping, critically analyzing advertising and establishing a home away from the family. Instructors are encouraged to choose topics and discussion questions based on the needs and interests of the group. Time required for the workshop will therefore vary. tg/a

HG 179 A72 332.024

Available from: Available on loan from Resource Centre
Cost: n.a.

Alberta Consumer and Corporate Affairs. Consumer Education and Information. Taking Charge of Your Money (Book). Edmonton: The Department, 1983. 52p.

Taking Charge is a 52-page, self-help money management booklet. It includes the three major topic areas of financial planning, using credit, and trimming expenses. The mood is positive and the information is presented in a stimulating fashion. There are quizzes to answer, charts to complete, real-life examples to ponder and a planning calendar to hang on the wall. After reading Taking Charge consumers will be able to prepare a written financial plan and establish an emergency fund. They will also learn to reduce expenses if they follow the advice of fellow Albertans who contributed "cost-cutting ideas that really work." The magazine format gives the user a choice of where to begin and what to read. It is a smorgasbord rather than a set menu. By selecting areas that are relevant to their own financial situations, Albertans can learn money management skills that will help them achieve their financial goals, increase their financial flexibility, and avoid financial problems. Taking Charge is the latest in a series of successful consumer education self-help materials. Mom Buy Me That! and Moving Out are reviewed elsewhere. a

HG 179 A272 332.024

Available from: Alberta Consumer and Corporate Affairs
Cost: Free

Alberta Women's Bureau. Personal Financial Management (Book). Edmonton: Alberta Women's Bureau, 1982. 56p.

This paper suggests money management principles that will make the most of a woman's income and help her reach her financial goals. While written specifically for women, many of these principles are easily applicable to a man's financial situation. From budgets and establishing a credit rating to increasing income through banking, income tax and buying RRSPs, this pamphlet offers brief but informative guidelines. The booklist is long but not selective; the book lacks a table of contents and an index. sh-a

HG 179 A222 332.09

Available from: Alberta Women's Bureau
Cost: n.a.

Albin, Francis M. Consumer Economics and Personal Money Management (Book). Englewood Cliffs, NJ: Prentice-Hall, 1982. 466p.

For instructors and students, this textbook is useful as a first year course in business or home economics, for special seminars or workshops directed towards women, for high school courses, or for community education programs. The subject matter is divided into the following major categories: planning, organizing, controlling hedging against financial losses saving and borrowing consumption investing and the post-working years. Although this book covers many topics, the information is often extensive. Worksheets, tips, additional readings and glossaries for each category give the student ample material with which to make intelligent financial decisions. The student is encouraged to adapt the worksheets to meet his own needs. Index. sh-a

HG 179 A42 332.024

Available from: Prentice-Hall Canada
Cost: $21.00 - $30.99

Albin, Francis M. Consumer Economics and Personal Money Management; Instructor's Manual (Book). Englewood Cliffs, NJ: Prentice-Hall, n.d. 257p.

Accompanies the textbook, Consumer Economics and Personal Money Management, reviewed elsewhere. tg/sh-a

HG 179 A43 332.024

Available from: Prentice-Hall Canada
Cost: n.a.

Anderson, Brian E., and Snyder, J. Christopher. It's Your Money (Book). 4th ed. Toronto: Methuen, 1984. 254p.

"Canada's best-selling guide to personal financial planning" tries to answer the questions: How much insurance should I carry? How do I budget? How do I refinance my house? Should I invest in gold or buy an RRSP, or should I pay off my mortgage first? This guide offers tips on the usual topics of budgets and gaining credit and also offers advice on inflation fighting, employee benefits, and financial changes such as divorce, widowhood, job termination and relocation. An introduction to the variety of financial matters readers should be evaluating or reassessing, the guide regularly lists "do's and don'ts" and offers rules for finding and using a financial advisor. Includes a long personal financial profile form to fill out. Glossary and index. a

HG 179 A63 1984 332.024

Available from: Methuen
Cost: $6.00 - $12.99

Bass, Jack. How To Make Your Money Work For You (Book). Cambridge, ON: Collier MacMillan, 1980. 110p.

This book on money management takes the reader through the steps to build personal financial knowledge in order to use income more effectively to reduce debt and build assets. The skills learned in Part One are then applied in Part Two to invest savings and assets for the present and future. The author has used detailed charts that can be photocopied for re-use. Glossaries of real estate and investment terms are provided. a

HG 179 B38 332.024

Available from: Collier MacMillan
Cost: $6.00 - $12.99

Berry, Joy Wilt. What to Do When Your Mom or Dad Says ... "Earn Your Allowance!" (Book). The Survival Series for Kids. Chicago: Children's Press, 1981. 48p.

Has it occurred to you that your child's resistance to your request to "earn your allowance!" may come from not knowing how to do what you have asked? The author asks the question then uses a "show me how then let me do it method." The parent demonstrates how a task should be done, does the task with the child or encourages him or her to do it while the parent watches, lets the child do the task alone, and in the last step, praises the work. The book includes a sample task chart and many cartoon illustrations to make the reading and the doing more fun! pr-ue

HG 179 B37 332.024

Available from: Nelson Canada
Cost: $6.00 - $12.99

Bohn, Robert F. Budget Book and Much More: Managing Your Money, Goals, Time, Assets, Vital Records (Book). Provo, UT: Brigham Young University, 1978. 108p.

Rather than being a text on budgeting, this is a "workbook", consisting largely of forms to be filled out by an individual wishing to set up an efficient personal financial record. In addition to the many forms, there are practical suggestions on money management, and eleven one-page sections of financial tips on individual topics such as housing, taxation, and investments. Page numbering is sporadic with many full-page forms being unnumbered, which causes some difficulty in locating information. Because of the workbook format and personal budget emphasis, this book would not be practical for use with an entire class. However, teachers might wish to duplicate some of the forms for use in case study assignments. sh-a

TX 326 B63 640.42

Available from: Brigham Young University Bookstore
Cost: $6.00 - $12.99

Briles, Judith. Money Phases: The Six Financial Stages of a Woman's Life (Book). New York: Simon and Schuster, 1984. 239p.

From life phase 1 (18-25 years old) in which one should develop financial contracts and establish a credit rating to life phase 6 (65+) in which liquidity and taxes are important, the author helps the reader make the right investment decisions at the right time. Savings and borrowing, real estate, mutual funds, commodities and collectibles, tax shelters, insurance, stocks, and retirement plans are discussed in relation to the six life phases identified by Briles. a

HG 179 B729 332.024

Available from: Musson
Cost: $21.00 - $30.99

Brown, Kathleen H. Personal and Family Finance (Book). 8th ed. Guelph, ON: University of Guelph, 1980. 375p.

The text is intended for an introductory course in personal finance. The contents are divided into four main sections: credit; taxes; financial planning; and financial security. Each chapter begins with stated objectives and concludes with a study guide consisting of questions and problems. Sample legal forms have been included. sh-a

HG 179 B82 640.42

Available from: University of Guelph
Cost: $6.00 - $12.99

Brown, Kathleen H. Personal Finance for Canadians (Book). 2d ed. Scarborough: Prentice-Hall Canada, 1984. 404p.

The text was designed for an introductory college course in personal finance and is also suitable for senior high school classes. The topics cover the many aspects of consumer credit, financial planning and financial security. Consumer credit is presented in considerable detail. The basic concepts, principles and vocabulary have been explained for the subjects of income tax, bonds, and stocks. The reader should consult other resources for detailed information in these areas. Each chapter begins with a set of objectives and ends with questions, problems, and a list of references for further reading. The Appendix supplies a sample mortgage contract, sample insurance policies and contracts. Index. sh-a

HG 179 B76 1984 332.024

Available from: Prentice-Hall Canada
Cost: $13.00 - $20.99

Brownstone, David M. Personal Financial Survival: A Guide for the 1980s and Beyond (Book). New York: John Wiley, 1981. 364p.

From establishing wants, needs, and goals to decisions regarding later years, this book provides a practical overview for lifelong personal planning. Although not a workbook, it is thought-provoking and provides a basis for strategic planning. Twenty case studies of personal financial planning situations are interesting and could be useful in initiating discussion. A long descriptive glossary and a comprehensive annotated bibliography provide a wealth of information for the user or the workshop leader. Index. a

HG 179 B75 332.024

Available from: John Wiley and Sons Canada
Cost: $21.00 - $30.99

Campbell, Sally. Confident Consumer (Book). South Holland, IL: Goodheart-Wilcox, 1982. 368p.

From food and clothing to education and investments this U.S. textbook will help the reader learn how to make decisions about earning, spending, saving, borrowing, and investing money. The textbook is practical and easy to read. It provides learning objectives, case studies, and review questions and activities as well as numerous charts, tables, examples and forms. Appendices, a glossary and an index supplement the straight-forward text. sh-a

HG 179 C32 381.33

Available from: General Publishing
Cost: $13.00 - $20.99

Canadian Book of Money (Book). Toronto: Doubleday, n.d. 223p.

Complete guidelines to saving, borrowing, investing, house purchasing and other family matters are provided. The book serves as a basic reference, covering these major areas of personal finance in sufficient detail to help one use money wisely and avoid common pitfalls. sh-a

HG 229.C16. B64 332.024

Available from: Doubleday
Cost: $0 - $5.99

Catherwood, Robert H. Your Money: How to Make the Most of It! (Book). 3d. ed. Toronto: Maclean-Hunter, 1978. 151p.

Written by an associate editor of The Financial Post, this easy-to-read guide covers all aspects of personal finance - budgeting, purchasing a home and a car, credit, warranties, savings and investments, insurance, wills and estate planning. Cartoons and dark print headings break up the text. Agencies listed institutions, programs and laws referred to and statistics cited are all Canadian. Information is introductory, but accurate, up-to-date and well-explained. A good reference for business education and home economics courses. Not indexed. sh-a

TX 326.C28.Y8 332.024

Available from: Maclean-Hunter
Cost $6.00 - $12.99

Children and Money Management (Book). rev. ed. Money Management Library. Prospect Heights, IL: Household International, 1981. 28p.

Another in the Money Management Library series of colourful booklets attempting to increase the reader's money management skills. jh-a

TX 326 C65 332.09

Available from: Household Finance Corporation of Canada
Cost: $6.00 - $12.99

Choice$, Choice$, Choice$ (Kit). Fort Collins: Colorado State University, n.d.

Slides, 1 cassette, guide.

This slide-tape presentation illustrates that whether establishing or maintaining a good credit rating, fighting inflation or determining insurance needs, financial planning is the key. a

HG 179 C47 332.024

Available from: Colorado State University
Cost: $75.00

Classroom Money Management Kit (Kit). Toronto: CUNA Mutual Insurance, 1973.

4 cassettes, booklets, teacher's guide.

This kit includes a booklet of insurance reprints, a money management calendar, and suggested classroom activities. The total concept of credit is discussed on the cassettes. This covers such topics as shopping for money, lending institutions, and bankruptcy. jh

TX 326 C56 332.024

Available from: CUNA Mutual Insurance
Cost: $6.00 - $12.99

Cohen, Jerome R. Personal Finance (Book). 6th ed. Homewood, IL: Richard D. Irwin, 1979. 515p.

This text is designed for college use, but could be adapted as a supplementary source for secondary consumer education programs. The style of writing is clear and simple and information is organized logically in three sections which include planning a lifestyle, protection of life and assets, and managing money. Within each section, chapters are devoted to individual topics such as budgeting, life insurance, and consumer credit. Each chapter concludes with a bibliography of suggested readings and a set of case problems. sh-a

HG 179 C66 332.024

Available from: Irwin-Dorsey Canada
Cost: $13.00 - $20.99

Colman, Carol. Love and Money: What Your Finances Say about Your Personal Relationships (Book). New York: Coward-McCann, 1983. 254p.

Through planning and open communication, every couple can manage both love and money, whether they are traditional "bread-winner/bread maker" couples, or those with "house husbands", whether they are living together, or are in business together. Colman provides another perspective to money management by describing specific situations and couples to illustrate points. Divorce, widowhood and retirement are also discussed. Bibliography. a

HG 179 C662 1983 332.024

Available from: General
Cost: $13.00 - $20.99

Consumer Economics, Making Decisions (Film). Chicago: Encyclopedia Britannica, 1983.

16mm. colour. 20 minutes.

When Sam receives his yearly allowance and bus pass money in one lump sum, he faces many decisions on how to spend this money. Sparky, a computerized robot, teaches Sam the decision-making process. This film is attention-getting for this grade level, and should lead to class discussions in money management and decision-making. ue-jh

CAF 157

Available from: Visual Education Centre
Cost: Contact publisher

Consumer Education Part II: Managing Your Money (Kit). Mount Kisco, NY: Teaching Resources Films, 1974.

4 filmstrips, 4 cassettes.

Teaches the techniques of spending and saving personal income. It explains how to use a budget to guide purchasing and ways to avoid the loss of purchasing power because of deceptive advertising. Students learn to increase their capital value through insurance and investments and they are encouraged to set goals for wise buying that reflect the principles learned in this unit. jh-sh

HG 179 M31 332.024

Available from: AIM Educational Aids, or Ginn and Company
Cost: $100.00

Costello, Brian. Your Money and How To Keep It (Book). Don Mills: General Publishing, 1983. 190p.

Learn how to make a mortgage tax deductible, earn up to $40,000.00 tax free, choose the right broker, and how to tell if one has the right amount of insurance. Individual tax tables compare taxes in other provinces as well as the percent combined tax paid on the next level of income. Appendices include blended monthly mortgage payment tables and federal personal exemptions illustrating the beginning level of erosion. Index. a

HG 179 C167 332.027

Available from: General Publishing
Cost: $6.00 - $12.99

Drache, Arthur B.C. It's Your Future: The Canadian Guide to Estate Planning (Book). Toronto: McClelland and Stewart, 1984. 198p.

A look at the Table of Contents shows how this guide can help the reader make intelligent decisions about financial assets. The variety of topics should make this guide useful to just about everyone. Contents are:

*Everybody Needs a Plan *The Will *Gifting *The Trust *Funding Retirement *Investing *Life Insurance *The Small Business *The Estate Freeze *Planning for a Child's Education *Planning and the Single Parent *The Unmarried Couple *Caring for Parents *Planning for a Low Income Year *Quebec Taxation. a

KE 5974 D72 1984 343.71

Available from: McClelland and Stewart
Cost: $13.00 - $20.99

Dunnan, Nancy. Financial Savvy for Singles (Book). New York: Rawson, 1983. 304p.

The author states that the book illustrates "new ways to multiply money in the 80s" whether one is unmarried, divorced, widowed or a "live-together." Many financial concerns of single people are dealt with in a straight-forward manner; among the major topics are housing, alimony, tax planning, aging parents and children. There is an appendix of basic guidelines and worksheets to supplement some of the information presented in the text and there is also a comprehensive index. a

HG 179 D86 1983 332.024

Available from: Hollinger House
Cost: $6.00 - $12.99

Financial Planning Education: A Challenge for Teachers, Trainers, and Institutions (Book). Reston, VA: Association of Teacher Educators and American Council of Life Insurance, 1982. 117p.

Papers presented at the American Council of Life Insurance's Annual Teacher Education Meetings, 1979-1982. tg

HG 179 F466 1982 332.024

Available from: Association of Teacher Educators or American Council of Life Insurance
Cost: n.a.

Gallagher, John. Handling Your Money (Kit). New York: Educational Design, 1983.

4 filmstrips, 4 cassettes, teacher's manual.

This filmstrip program is designed to teach students the money management skills they will need to know in living on their own and to introduce students to life planning skills. Filmstrip titles are: Basic Money Management, Budgets, Banks and Banking and Credit. tg/sh

HG 179 G25 1983 332.024

Available from: Social Studies School Service
Cost: $100.00

German, Donald R., and German, Joan W. Only Money Book for the Middle Class (Book). New York: William Morrow, 1983. 335p.

To alleviate "victimization" the individual member of the middle class must improve his personal financial situation by doing two things: increase income and reduce expenses. Tips are given regarding investments, budgeting, and planning for retirement. The author discusses insurance as a potential money trap, charity, and the economics of living together or alone. Bibliography and index. a

HG 179 G469 332.0240622

Available from: Business Books
Cost: $21.00 - $30.99

Grenby, Mike. Mike Grenby's Money Book: How to Survive Canada's Inflation (Book). 2d ed. Self-Counsel Series. North Vancouver: International Self-Counsel Press, 1979. 169p.

This handbook tells how to manage money, bargain wisely, and enjoy accumulated money. Twenty-one chapters cover topics such as housing, credit, effective complaining, comparison shopping, insurance, and investment. Marriage, travel, entertainment, having children, and retirement are also discussed in a clear and readable style. By knowing how to control money, one can maximize his/her chances of financial survival during times of inflation according to the principles outlined in this book. sh-a

HG 179 G74 332.024

Available from: International Self-Counsel Press
Cost: $0 - $5.99

Hall, Mary Bowen. More for Your Money: How to Increase Your Spending Power Up to 20% Without Increasing Your Income (Book). Boston: Houghton Mifflin, 1981. 171p.

The ideas in this book are written for the consumer himself and they are presented in a simple, personal style. A set of worksheets provides guidelines for self-examination regarding objectives, planning and review/analysis. It may be useful as suggested reading for an adult workshop on money management. a

TX 326 H24 640.42

Available from: Thomas Allen
Cost: $6.00 - $12.99

Hardy, C. Colburn. Your Money and Your Life: Planning Your Financial Future (Book). 2d ed. New York: American Management Associations, 1982. 309p.

Hardy calls it a do-it-yourself book on various aspects of financial planning and money management - from net worth calculation to choosing advisors - with lists and explanations but with few specific recommendations. The book contains charts, tables, forms and examples that can be adapted to a particular personal situation. Although an American book, the background material to long-range financial planning is useful to any Canadian concerned about his financial future. Bibliography and index. a

HG 179 H29 332.024

Available from: Business Books
Cost: $6.00 - $12.99

Hattan, Hap, and Torbet, Laura. Helpful Hints for Hard Times (Book). New York: Facts on File, 1983. 237p.

The authors invite you to "live it up while cutting down." Learning to save on everything from buying a new home, or opening the right chequing account, to house-cleaning doesn't sound like living it up, but the authors do show you how to live with limitations and perhaps learn to "like it." Checklists, charts and reading lists supplement realistic strategies. Index. a

TX 335 T62 640.73

Available from: Methuen Publications
Cost: $6.00 - $12.99

Henney, R. Lee. Consumer Economics (Kit). Valparaiso, IN: Educational Diagnostic Services, 1975.

4 booklets, teacher's guide.

Four booklets attempt to increase the consumer skills of adults. Managing Your Money covers currency, weights and measures, taxes and money management. The Best Buy considers basic economics, comparison shopping and advertising. Spending Your Money discusses such major expenditures as housing, a car, home furnishings as well as care of possessions. Aids to the Consumer presents banking services, credit, insurance and consumer protection. Information is standard and U.S. oriented, but reading level is low and suggested tasks practical and useful. a

HG 179.H38 332.024

Available from: Educational Diagnostic Services
Cost: $6.00 - $12.99

Herrick, Tracy G. Timing: How to Profitably Manage Money at Different Stages of Your Life (Book). Allen, TX: Argus Communications, 1981. 255p.

Money management should depend on your personal goals and needs during the many stages in your life cycle. Herrick recognizes that the financial needs and goals for a 30-year-old vary from these at mid-life. He also considers the effects of changes in income, children and other changes that occur over the years. This guide to "lifetime financial security" is comprehensive, practical and easy to read. a

HG 179 E37 1981 332.024

Available from: PMB Industries Ltd.
Cost: $13.00 - $20.99

Household Finance Corporation. Money Management Institute. Your Financial Plan (Book). rev. ed. Money Management Library. Toronto: Household Finance Corporation of Canada, 1982. 32p.

Another booklet in the Money Management Library Series, this one takes you step by step through the process involved in setting up and managing a basic financial plan. From recognizing values and establishing goals to choosing the chief money manager in the family or living with inflation, this brief guide provides enough information and guidance to make an excellent start on money management. sh-a

TX 326 H33 332.024

Available from: Household Finance Corporation of Canada
Cost: $0 - $15.99

James, Elizabeth and Barkin, Carol. Managing Your Money (Book). Milwaukee: Raintree, 1977. 47p.

The seven chapters each explain a different aspect of money management for children first learning how to budget their money. The concept of money is explained and how savings and checking accounts work. Ideas are provided on various ways to earn money. A simple budget is demonstrated and readers are encouraged to start their own. The concepts presented here are more complex than the sentence structure being used. ue

HG 221.5 J347 332.024

Available from: MacDonald Raintree Canada
Cost: $6.00 - $12.99

Landau, Elaine. Smart Spending Guide for Teens (Book). New York: Julian Messner, 1982. 127p.

Budgets, establishing credit and keeping it, financing education, and consumer rights are explained in an easily understood style. "How to Shop for Clothing" and "How to Eat and Still Make Ends Meet" provide commonsense tips on purchasing these items. Several snack recipes add interest to this already informative book. Index. jh-sh

HG 179 L256 332.024

Available from: Social Studies School Service
Cost: $6.00 - $12.99

Managing Your Money (Film). Agincourt, ON: Gordon Watt, 1979.

16 mm. colour. 22 minutes 30 seconds.

This film focuses on the problems of management of personal finances when one receives his/her first paycheque. Mr. C.C. McMoney represents the temptation to overspend and to use credit unwisely. Payroll deductions, how to balance a checkbook, and how to shop around are also covered in this short story demonstrating a young person learning how to handle money properly. This presentation is also available as a filmstrip/cassette version in Section Two of the kit, Making It On Your Own (HG 179 M31), reviewed elsewhere. jh-sh

CAF 151

Available from: Gordon Watt
Cost: Contact publisher

Managing Your Money (Game). Madison, WI: CUNA Mutual Insurance Society, 1970.

Various.

The winner of this game for 2 to 6 players is the first person to repay the $2000 credit union loan and save $2000 in his/her share-savings account. Similar to

Monopoly in format, the game contains paper money, occupation cards, insurance cards, chance cards, and bank passbooks. Players must obtain a job and keep financial records to be successful. An enjoyable lesson in money management for all ages. ue-a

HG 179 M34 332.024

Available from: Credit Unions
Cost: $0 - $5.99

Manitoba Department of Health. Home Economics Directorate. Budget Bingo (Game). Winnipeg: The Department, n.d.

Various, leader's guide.

The object of the game as a teaching method is "to develop an awareness of budget categories and to learn how to categorize some common household items when recording expenditures". Each bingo card is divided into budget categories and under each column are prices that correspond to items listed for that particular category. Items and their prices are called out and the player must decide under which category that item should be placed and if that price is recorded under that particular column. tg/pr

TX 326 M25 332.024

Available from: Manitoba Department of Health,
Home Economics Directorate
Cost: $6.00 - $12.99

Manitoba Department of Health. Home Economics Directorate. Budget Guides 1983 (Book). Winnipeg: The Department, 1983. 151p.

The guide's purposes are many; some of the major ones are to: "establish a guideline for adequate standards of living costs for specific categories of family expenditures; provide family budgeting guidelines for workers helping families manage their financial resources; and assist those persons concerned with cost of living and income maintenance." Expenditure levels are moderate and can be used as "bench marks" for comparison; the goods and services are those considered necessary "to maintain the physical and social functioning of families." Expenditure categories range from food, clothing and housing to child care, recreation and household operation. Considerations in budgeting, sample budgets and estimates of child rearing costs conclude this budgeting device. a

TX 326 M24 640.42

Available from: Manitoba Department of Health,
Home Economics Directorate
Cost: Limited distribution, contact publisher

Manitoba Department of Health. Home Economics Directorate. Money Jungle (Game). Winnipeg: The Department, n.d.

Various.

Designed for children from 6 to 11 years of age and played with 2 to 6 players. The object is to aid a child in becoming aware of money management and to suggest good and poor methods of handling money. Similar to "Snakes and Ladders", it takes about half an hour per game. pr-ue.

TX 326 M31.M34 640.73

Available from: Manitoba Department of Health,
Home Economics Directorate
Cost: $6.00 - $12.99

Manitoba Department of Health. Home Economics Directorate. Premarriage Money Management Course (Book). Winnipeg: The Department, n.d.

1 volume.

This booklet is a three-lesson course designed for people who are about to be married and are facing financial decisions. Each lesson outlines objectives, recommends resources, suggests lesson plans and outlines, and includes worksheets or handouts. The lesson titles are: Consumer choices, what's involved; Money management skills for a happy home; Wise use of credit. The topics vary from the effects of advertising to keeping records and setting up a filing system. tg/a

HG 179 P73 332.024

Available from: Manitoba Department of Health,
Home Economics Directorate
Cost: n.a.

McLauchlan, Christopher A.B. Inflation-Wise: How to do Almost Everything For Less (Book). New York: Avon, 1981. 243p.

The first of the book's two sections consists of the alphabetically listed "money savers". The selection of money savers is diverse, from Consumer Reports and the Better Business Bureau to barter, homemade baby food, and bread, to name just a few. An item may be long and detailed and include addresses and booklists. Each item is coded to indicate estimated annual dollar and/or percentage savings if the reader follows the advice. The very brief second section consists of text and worksheets regarding debts and budgeting. Useful only as a supplemental source to an educator, the variety of suggestions would be interesting and informative to any consumer. a

TX 167 M3 332.024

Available from: Avon Books of Canada
Cost: $6.00 - $12.66

Mellers, Tom. Money Book (Book). New York: Butterick, 1976. 100p.

This personal finance workbook is divided into five categories: money and banking, budgeting, credit, taxes and insurance. Formulas, rules and procedures, a glossary and sample forms will help the student make the most of his or her money. a

TX 326 M3 332.024

Available from: Collier Macmillan Canada
Cost: $0 - $5.99

Meltzer, Bernard. Bernard Meltzer Solves Your Money Problems (Book). Toronto: Bantam Books, 1982. 237p.

Borrowing, buying and investment strategies to profit from inflation are described by a popular financial advisor, broadcaster and newspaper columnist. He gives advice on such concerns as borrowing from relatives and friends and the best places to borrow. He also makes suggestions for buying a home and for using credit. The investment section describes the "right" investments for three different stages of income and age. Addresses of sources of free information supplement this practical step-by-step plan. a

HG 179 M35 1982 332.024

Available from: Bantam Books
Cost: $0 - $5.99

Mills, H. Everyone's Guide to Basic Banking (Book). Edmonton: Somenos Publications, 1982. 95p.

The guide explains in non-technical language all aspects of "everyday" banking - from opening an account to stale-dated cheques, and applying for Automated Teller Machine Services. Other material provides guidance in balancing a cheque book, closing an account, and using special services such as traveller's cheques and safety deposit boxes. Examples of forms illustrate the text which is generalized to cover all banks. jh-a

HG 221 M45 332.1

Available from: Somenos Publications
Cost: $6.00 - $12.99

Money in Your Life: A Teaching Aid on Basic Economics for Grades 4 Through 8 (Kit). Toronto: Canadian Banker's Association, 1981.

6 booklets, teacher's guide.

The kit contains material for a unit on money to do with the following topics: Why we need money; The money we use; How we use money; Cheques, bank accounts, and banking; Money: How do you get it; and, Money: How do you manage it? Each booklet outlines the aims, student objectives, background information, and possible resources for student use. Suggestions for activities, transparencies, and student activity sheets complete each folder. There is an additional introductory booklet for the teacher. tg/ue-jh

HG 179 M746 332.024

Available from: Canadian Banker's Association
Cost: n.a

Money Management Filmstrip Library (Kit). Prospect Heights, IL: Money Management Institute, 1982.

4 filmstrips, 4 cassettes, spirit masters, 4 teacher's guides.

The boxed set of materials pulls together four separately available titles: Winning the Money Game (1983) Credit - Handle with Care (1981), Wheels, Deals, and You (1978), and Food Dollars and Sense (1975). Some of these items are reviewed elsewhere. jh-a

TX 326 H82 M75 332.024

Available from: Household Finance Corporation of Canada
Cost: $13.00 - $20.99

Money Talks, Or - You've Got to Have a Plan, Man! (Kit). Toronto: Money Management Institute, 1973.

1 cassette, 2 filmstrips, pamphlets, teacher's guide.

Information is presented on values, financial goals and priorities, the life cycle, money management, opportunity costs, decision-making, income, expenses, saving versus borrowing, and financial responsibilities. Case studies are presented in cartoon form with photographed faces. Questions follow each conversation. The kit is interesting and useful as a general introduction to personal money manangement. jh-a

TX 326.M74 332.024

Available from: Household Finance Corporation of Canada
Cost: $13.00 - $20.99

Money Works (Kit). Hartford, CT: AEtna Life and Casualty, 1982.

Game, poster, masters, teacher's guide.

The Money Works program introduces fifth and sixth grade children to the basic concepts of goal setting, money planning, budgeting, saving and investment. The teacher's guide lists objectives, suggests approaches and activities and provides questions for planning and discussion for each of the five units. A glossary is also included. The "Money Works Rally" game can be played by as many as six children or the class can be divided into teams. It is intended to give children opportunities to make investment as well as money management decisions. tg/ue

HG 179 M77 332.04

Available from: AEtna Life and Casualty
Cost: Limited distribution, contact publisher

Parsimony: The Game of Money Management (Game). Vancouver: B.C. Central Credit Union, 1978.

Playing board, 4 ledger cards, fun money, rules.

This is a simple board game for 2 to 4 players. The players make consecutive moves according to the roll of the dice. They record money earned or spent from a given base of $1.00 on individual cards and change their fun money accordingly. The winner has the most money which must agree in cash with the recorded amount. The skills required to play successfully are addition and subtraction. pr

HG 179 P25 332.024

Available from: B.C. Central Credit Union
Cost: n.a.

Payday: Where Does All The Money Go? (Game). Concord, ON: Parker Brothers, 1973.

Various.

The object of this simulation is to be the player who has the greatest total assets in cash and savings with all debts paid up after all players have completed a pre-determined number of "months" of play. For two to six players, ages 8 to adult. ue-a

HG 179.P29 640.42

Available from: Parker Brothers
Cost: $6.00 - $12.99

Phillips, Carole. Money Workbook for Women: A Step-by-Step Guide to Managing Your Personal Finances (Book). New York: Arbor House, 1982. 158p.

Based on money management seminars and workshops for women, this book provides a step-by-step program of financial planning. From taking financial inventory and setting goals to developing, implementing, and reviewing a financial plan, the sections are structured within the context of the individual's financial situation and needs. a

HG 179 P34 332.024

Available from: Fitzhenry and Whiteside
Cost: $6.00 - $12.99

Porter, Sylvia. Sylvia Porter's New Money Book for the 80's (Book). New York: Doubleday, 1979. 1,305p.

This exhaustive treatise on personal finance covers a multitude of topics, from inflation, budgeting, shopping, health care and insurance, to banking, bonds, and mutual funds. Although intended primarily for the adult consumer, the author's clear and straight-forward style puts this work well within the reach of high school students. The twenty-eight chapters are subdivided into topics and subtopics, and a thirty-two page index provides easy access to the well-organized information. The physical bulk of this book limits its portability, but it should nevertheless be available as a comprehensive source of information for consumer education programs. sh-a

HG 179 S5 332.024

Available from: Doubleday Canada
Cost: $13.00 - $20.99

Porter, Sylvia. Sylvia Porter's Your Own Money; Earning It, Spending It, Saving It, Investing It, and Living On It In Your First Independent Years (Book). New York: Avon, 1983. 815p.

The thick book gives advice on saving, spending and enjoying money. It suggests specific ways to earn money from baby-sitting, part-time or summer jobs, and hobbies. Information on how to prepare for a career makes this big book even more complete. sh-a

HG 179 P5725 1983 332.024

Available from: Avon Books of Canada
Cost: $6.00 - $12.99

Practical Guide to Financial Planning for Retirement (Book). Don Mills: Life Underwriters Association of Canada, 1980. 27p.

This booklet consists of five parts: a brief explanation of why consideration of income and capital needs is necessary; a guide to determining income and capital needs at retirement; forms to categorize present assets and projected value; forms to measure projected benefits and accumulations against estimated needs; and calculations to indicate where adjustments are necessary in the accumulation of assets and the type of investments required. a

HQ 1062 P7 332.024

Available from: Life Underwriters Association of Canada
Cost: $6.00 - $12.99

Rees, Alan M., and Janes, Jodith. Money Management Information Source Book (Book). New York: Bowker, 1983. 299p

Sources of money management and financial planning information useful to the lay person cover budgeting taxes, savings, housing, credit, insurance, retirement, estate planning, and investments. Popular literature on personal finance and personal investment are organized and evaluated by topic or format. A glossary and several indexes complete this comprehensive bibliography. a

Z 7164 T4 R43 1983 016.332

Available from: Bowker
Cost: $31.00 - $50.00

Roman, John C., and Finch, Robert E. Family Financial Management (Kit). 4th ed. Cincinnati: South-Western, 1983.

Record book, transaction book, checkbook, files.

Simulated activities in this kit provide the user with "hands on" experience in managing one's daily finances, Each phase simulation is easy to understand and looks at financial responsibilities in the various stages of life from being single to retired. sh-a

HG 179 F24 1983 332.024

Available from: Gage Publishing
Cost: $6.00 - $12.99

Rosenberg, Jerome R. Managing Your Own Money (Book). New York: Newsweek Books, 1979. 506p.

This is a practical book on money beginning with the fundamentals of money and moving on to explain other subjects in money management. Tax planning, estate planning, life and health insurance, credit, real estate, tangible and intangible property, leasing versus purchasing, and budgeting for the future are thoroughly and clearly explained. This guide comprises a do-it-yourself money management program for the middle-income family with expert advice on every personal financial situation. sh-a

HG 179 R675 332.024

Available from: Prentice-Hall Canada
Cost: $6.00 - $12.99

Rotchstein, Janice. Money Diet: How to Save Up to $360 in 28 Days (Book). New York: Crown, 1982. 143p.

On the basic "diet" - an easy-to-follow 28-day plan filled with daily money-saving ideas - a family of four can save $360 in just four weeks. Like a weight-loss diet, this book suggests a menu of spending to help reduce expenses, but without sacrificing favourite pleasures. Revolving around a daily buying regimen, each day's economizing instructions are divided into five basic categories: food, transportation, home maintenance, purchases, and entertainment. The author provides 1981 National (U.S.) average costs, but in order to determine savings $$$ one must note the cost of the item normally bought and subtract what was paid for the money-saving item. Five additional "diets" demonstrate ways to reduce expenses seasonally and on special occasions. sh-a

TX 335 R7 1982 640.73

Available from: General Publishing
Cost: $0 - $5.99

Siverd, Bonnie. Count Your Change: A Woman's Guide to Sudden, Financial Change (Book). New York: Priam Books, 1983, 219p.

This step-by-step guide outlines ways to "raise cash in a hurray, protect a credit rating, handle creditors and ways to make the most of financial windfalls such as inheritance". The advice will help any woman who faces such sudden financial changes as divorce, illness, widowhood or sudden unemployment. a

HG 179 S69 1983 332.024

Available from: Fitzhenry and Whiteside
Cost: $6.00 - $12.99

Snyder, J. Christopher. How to Teach Your Children About Money (Book). Toronto: MacMillan, 1982. 161p.

The author has written and co-authored several works on personal money management for adults. This Canadian work covers several topics essential to an introduction to money and money management for parents and their children. Economics is covered as well as the family budget, allowances, and saving, borrowing and buying on credit. Short treatments of special subjects include investment ideas for children, stealing, non-nuclear families and sudden loss of income. A questionnaire for children is meant to reveal to parents their child's knowledge of and feelings about money. Suggested activities, books and commercially produced games are listed at the end of each chapter. The style is straight-forward and engaging. How to Teach Your Child About Money does just that. sh-a

HG 179 S69 332.024

Available from: Gage
Cost: $6.00 - $12.99

Stillman, Richard J. More For Your Money! Personal Finance Techniques to Cope with Inflation and the Energy Shortage (Book). Englewood Cliff, NJ: Prentice-Hall, 1980. 304p.

Based on the author's 1979 textbook Guide to Personal Finance, this abbreviated version has been revised or expanded in certain areas in order to emphasize "personal finance techniques to cope with inflation and the energy shortage". Its organization, easy style, and coverage of basic topics suggest a useful book to secondary students as well as to the adult consumer. The informative appendices and the extensive bibliography of the 1979 edition are not included. Index. sh-a

HG 179 S89 332.024

Available from: Prentice-Hall Canada
Cost: $6.00 - $12.99

Swartz, Melvin Jay. Don't Die Broke! A Guide to Secure Retirement (Book). rev. ed. New York: E.P. Dutton, 1978. 244p

To Swartz, "secure retirement" means financial and legal security. His advice on wills, trusts, probate, taxes and insurance will also help in avoiding some of the other problems of retirement, the social and psychological worries. Caution must be used when reading this book because its scope is limited to the legal status and laws of the aged in the United States. Discussion of common problems and the general principles of decision-making, money management and seeking (and paying for) expert advice will help Canadians avoid mistakes in planning for secure financial retirement. a

KF 390 A4 S9 1978 340.02

Available from: Beaverbooks
Cost: $0 - $5.99

Takin' Care of Business (Film). Edmonton: Alberta Consumer and Corporate Affairs, 1977.

16 mm. colour. 10 minutes 15 seconds.

Takin' Care of Business was developed as a motivational tool for use by educators to assist individuals in developing an awareness of the need for money management. The package was designed for use with young adult audiences such as pre-marriage groups. Fast paced music and glossy visuals are modelled on the advertising techniques which seek to persuade young adults to buy now, pay later. Outlines are included for several group exercices. Two complete discussion guides outline presentations on: 1. A Rationale for Budgeting and 2. The Mechanics of Budgeting. jh-a

CAF 135

Available from: Available on loan from Resource Centre
Cost: n.a.

Teacher's Kit: Your Money Matters (Kit). Montreal: Royal Bank of Canada, 1971.

Pamphlet, transparencies, booklets, teacher's guide.

Six attractive "thematic" booklets objectively discuss money in our society, credit, personal money management, housing, insurance, investments, and the Canadian financial community. Sprinkled with humour and catchy facts to motivate students, each accurate, well-organized booklet contains 3 or 4 excellent quality heavy acetate, multi-coloured transparencies. Additional reference sources are provided along with numerous activity and discussion suggestions. The teacher's guide, Guide Book; A Supplement to "Your Money Matters," was written in 1977 by teachers and updates the kit material. sh-a

TX 326 Y8 M74 332.024

Available from: Royal Bank of Canada
Cost: Free Guide Book; kit not available

Townsen, Monica, and Stapenhurst, Frederick. Canadian Woman's Guide to Money (Book). rev. ed. Toronto: McGraw-Hill, 1982. 203p.

What every woman on her own needs to know about credit, investments, life insurance, income tax, employment, retirement, budgets, and money matters. This book looks at the financial needs and money management problems of women in general, and of women in particular situations such as working wives, women re-entering the workforce, and women as single parents. The chapter on where to get advice briefly describes such sources as financial courses, accountants, and debt counselling services. An index is included as well as bibliographies on each chapter topic. sh-a

HQ 179 T69 1982 332.024

Available from: McGraw-Hill Ryerson
Cost: $13.00 - $20.99

Weeres, Kenneth W. Dollars and Sense: A Guide to Personal Money Management (Book). 2d ed. Scarborough, ON: McGraw-Hill Ryerson, 1979. 173p.

The purpose of this textbook is to present general guidelines for consumer decision-making in a manner students can understand. Family finance, consumer purchases, investments, the role of the Canadian consumer, and other topics such as consumer assistance are covered. Each chapter is followed by related assignments. This book was written by a former University of Alberta professor. sh

HG 179 W4 640.42

Available from: McGraw-Hill Ryerson
Cost: $0 - $5.99

Weinstein, Bob. Money Hang-Ups (Book). New York: John Wiley, 1982. 162p.

Weinstein suggests that in order to make the most of what the individual earns, he or she must learn to identify and eliminate "money hang-ups." Organizing finances and reducing money worries become easier after that. Common money hang-ups that people share are identified and labelled: the perennial failure, the compulsive gambler, the miser, and the dependent. Another section offers advice on setting goals, getting out of debt and coping with inflation. Twelve Money Commandments provide common sense advice for attaining realistic money goals. Index. a

HG 179 W438 332.024

Available from: John Wiley & Sons Canada
Cost: $6.00 - $12.99

Weinstein, Grace W. Lifetime Book of Money Management (Book). Scarborough: New American Library of Canada, 1983. 658p.

Weinstein presents an overview of financial planning throughout the life cycle, discusses specific topics from budgeting through retirement planning, provides specific advice related to life stages and examines every option and alternative. Everyone—whether young or old, single or married—will find something useful and profitable in this guide to life cycle financial planning. Because American laws on taxes, investments, credit and debt are different, caution must be used by Canadians. a

HG 179 W439 1983 332.024

Available from: New American Library of Canada
Cost: $21.00 - $30.99

White, Ellen. Money Matters For Women (Book). Ypsilanti, MI: Michigan Consumer Education Centre, 1980. 133p.

Planned for professionals who provide educational services to women experiencing major changes in their lives such as divorce, the goal of the course is to increase knowledge and skills regarding financial concerns. This study guide was designed to be used along with a television series produced by the Centre. Nevertheless, some parts of this manual would be useful to workshop co-ordinators for planning programs and developing material. There are many worksheets that could be adapted and lists of suggested reading on a variety of topics. tg/a

HG 170 W582 332.024

Available from: Michigan Consumer Education Centre
Cost: $0 - $5.99

Winning the Money Game (Kit). Prospect Heights, IL: Money Management Institute, 1983.

1 filmstrip, 1 cassette, 3 spirit masters, teacher's guide.

Based on the Money Management Institute booklet, Your Financial Plan (TX 326 H33), reviewed elsewhere, the materials in this kit should provide high school students with the fundamentals in money management and financial planning. As in other materials by this publisher, a variety of teaching methods and techniques is suggested. Activities involving practical application of money management principles include case studies. "Suggested Resources" lists organizations as well as print materials. tg/sh

HG 180 W3 1983 332

Available from: Household Finance Corporation of Canada
Cost: $0 - $5.99

Wylie, Betty Jane, and MacFarlane, Lynne. Every Woman's Money Book (Book). Toronto: Key Porter, 1984.

The authors describe a step-by-step plan to help women earn a credit rating, plan investment strategies, choose a bank account, set and reach financial goals, reduce income tax, plan for retirement and still have money left at the end of the month! Appendices include descriptions of provincial legislation on the division of assets, a glossary and a bibliography. Index. a

HG 179 W94 1984 332.024

Available from: Key Porter
Cost: $13.00 - 20.99

Your Guide for Teaching Money Management (Book). rev. ed. Prospect Heights, IL: Management Institute, 1981. 40p.

Another of the Money Management Institute booklets, this guide presents "concepts, learning experiences and resources for teaching personal economics to students of different ages and abilities. It can be used to teach a single unit or can be incorporated into various subject areas. Brief suggestions are provided to help educators adapt material when working with elementary school students, those of limited ability, low income groups, average ability, advanced accelerated groups, club groups and with adult education programs. tg/ue-a

HG 179 Y79 332.024

Available from: Household Finance Corporation of Canada
Cost: $0 - 5.99

Zimmerman, Gary. Managing Your Own Money: A Self-Teaching Guide (Book). New York: John Wiley, 1980. 506p.

This book was designed as a self-contained individualized course in personal finance and could be used as a basic course testbook. The basics of personal finance are discussed and this includes the fields of budgeting, banking, insurance, taxes, investments, and retirement. Review questions and answers are provided for each section. sh-a

HG 179 R675 332.024

Available from: John Wiley & Sons Canada
Cost: $6.00 - $12.99

B. Credit

Alberta Consumer and Corporate Affairs, and ACCESS Alberta. If Wishes Were Horses (Kit). Calgary: ACCESS Alberta, 1981.

Duplicating masters, pamphlets, teacher's guide.

The teaching package accompanies the videotape with the same title which is concerned with the subject of money management and the use and abuse of credit. The teacher's guide presents discussion topics, activities, exercises, and case studies. Other resources include duplicating masters and Tip sheets and pamphlets from Alberta Consumer and Corporate Affairs. The suggestions can be utilized in both high school and adult evening classes. tg/sh-a

TX 335 A74 332.743

Available from: Available on loan from Resource Centre
Cost: n.a.

Alberta Consumer and Corporate Affairs, and ACCESS Alberta. If Wishes Were Horses (Videocassette). The Family and the Law. Calgary: ACCESS Alberta, 1979.

1 videocassette. colour. 30 minutes. 1/2 in. and 3/4 in.

A young couple are shocked to find they are in debt to the extent that loss of credit privileges and repossession are real possibilities. After a period of trying to manage on their own, they admit they need help and seek it. Daydream sequences, in which the husband imagines great wealth, add humor to the program. The point that getting out of substantial debt is a long process requiring professional assistance is made realistically and convincingly. Reference to Alberta Consumer and Corporate Affairs and Alberta legal procedures increases the relevance of the program. Valuable for use in classes on credit, credit abuse, and personal financial management. A teaching package with the same title is reviewed elsewhere (TX 335 A74). sh-a

TX 335 I3 332.743

Available from: ACCESS Alberta
Cost: Contact ACCESS Alberta

Alberta Consumer and Corporate Affairs, and ACCESS Alberta. Something Borrowed, Something Blue (Film). Calgary: ACCESS Alberta, 1980.

16 mm. colour. 28 minutes.

In this film a young couple, Mike and Nicole, move to Calgary and through a series of poor budgeting and poor purchasing decisions due to unrealistic goals and peer pressure, find themselves in debt. The film shows the personal problems that are caused by financial mismanagement. The film is a good motivational tool for discussion of financial decisions and consumer lifestyles. sh-a

CAF 150

Available from: Available on loan from Resource Centre
Cost: n.a.

Alberta Consumer and Corporate Affairs, and ACCESS Alberta. Something Borrowed, Something Blue (Kit). Edmonton: The Department, 1981.

Duplicating masters, teacher's guide.

This instructor's guide accompanies the film and videocassette of the same name. The goals of the teaching unit are to develop an awareness of the importance of establishing goals in money management and to encourage family discussions of financial options and consumer issues. There are two sets of questions for high school students and for pre-married and married couples. Additional relevant materials from Alberta Consumer and Corporate Affairs and ACCESS Alberta are listed. tg/sh-a

TX 335 A131 332.743

Available from: Available on loan from Resource Centre
Cost: n.a.

Alberta Consumer and Corporate Affairs, and ACCESS Alberta. Something Borrowed, Something Blue (Videocassette). Calgary: ACCESS Alberta, 1980.

1 videocassette. colour. 30 minutes. 1/2 in. and 3/4 in.

A newly-married couple attempt to maintain a lifestyle above the husband's income. Rather than live according to a budget, they buy whatever they want and often are influenced by what their friends have. Overuse of credit cards also contributes to the mounting level of debt in their first year of marriage. Finally they are forced into repayments by having the wife go to work, using public transportation after a car accident, and consulting a loan officer to consolidate debts into one payment a month. sh-a

TX 335 A13 332.743

Available from: ACCESS Alberta
Cost: Contact ACCESS Alberta

Alberta Consumer and Corporate Affairs. Consumer Education and Information. Credit (Kit). Edmonton: The Department, 1980.

Transparencies, duplicating masters, poster, sample copies of handout materials, teacher's guide.

This teaching package covers the subject of credit in four sections: Description, Types, Debt, Too Much Credit. Each module provides objectives, relevant information and instructional notes and aids. This is a very thorough presentation of materials dealing with credit which would be useful for teaching adult groups and senior high school classes. tg/sh-a

HG 3755 A42 332.743

Available from: Available on loan from Resource Centre
Cost: n.a.

B.C. Ministry of Consumer and Corporate Affairs. Money Marketplace: A Teacher's Guide to Consumer Credit (Kit). A Consumer Education Kit, Money Management. Victoria: The Ministry, 1980.

Pamphlets, teacher's guide.

This guide offers a brief description of the money marketplace and presents the use of consumer credit as part of an organized approach to money management. The suggested activities could be integrated into a consumer studies program or be used separately as a general study of the money marketplace. Many of the listed resources are available in B.C. only. tg/jh-sh

HG 3755 B75 332.743

Available from: B.C. Ministry of Consumer and Corporate Affairs
Cost: n.a.

Block, Elizabeth J. Woman's Guide to Credit (Book). New York: Ace Books, 1982. 320p.

Obviously credit is important in today's world. Short-term loans, revolving accounts, department store credit and oil and gas cards are easy to obtain and used everyday. Yet women are sometimes denied credit and often lack training in credit management. The author explains how to obtain loans, how to proceed with a disputed bill and what to do if credit is denied. She addresses women in special circumstances from the single working woman to the homemaker, from free-lancers to non-citizens. Other topics include how to obtain credit bureau files and how to seek expert advice. The appendices include a budget worksheet, a list of U.S. women's banks, and material relating to the American situation. The text itself provides much general material easily applicable to Canadians. A bibliography and a glossary are additional sources of information for women seeking financial independence. a

HG 179 B783 332.7

Available from: Bejo Sales
Cost: $0 - $5.99

Colby, Curtis. Consumer and Credit (Kit). Buyer Be Wise: Practical Economics for the Consumer. Witton, CT: Current Affairs, 1973.

1 filmstrip, 2 cassettes, teacher's guide.

This colour/sound filmstrip discusses the increasing use of credit in American society. Different types of credit are evaluated from the viewpoint that while some kinds of credit are useful, others are dangerous. Also included in the kit is a cassette tape in which four Americans discuss the use of credit in their society. sh

HG 3755.C67 332.743

Available from: Current Affairs
Cost: $31.00 - $50.00

Consumer Power - Credit (Film). New York: Holt, Rinehart and Winston, 1973.

16 mm. colour. 20 minutes 30 seconds.

Consumer advocate Ralph Nader, a psychoanalyst, and a bank executive, present three points of view about Americans' use of credit. The benefits and dangers of credit are defined by these men and by consumer interviews. Two ex-collection agents warn viewers about possible dangers in refinancing, consolidation loans and businesses that carry their own contracts. The film concludes by considering credit's effect on a person's freedom as an individual and a citizen. A western song about consumer power introduces the film, and the content is strengthened by the variety of people interviewed. Objectives and suggestions for follow-up discussions are included. jh-a

CAF 103

Available from: Holt, Rinehart and Winston of Canada
Cost: Contact publisher

Consumer Skills: Buying on Credit (Film). Markham, ON: Coronet, n.d.

16 mm. colour. 12 minutes 30 seconds.

In this film three young men discuss the advantages and disadvantages of credit buying and consumer loans. Rob talks about applying for an installment loan. He has learned the three C's of credit - his character, his collateral or security for the debt, and his capacity to repay the loan. Irv recalls the mistakes he made in over-using his bank credit card. Gene has had little experience with credit and he weighs the pros and cons of a department store charge account. The film introduces such terms as finance charges, bank loans, down payments, interest and installment payments. A brief guide provides objectives and suggests discussion questions for the actual screening session. jh-sh

CAF 129

Available from: Coronet
Cost: Contact publisher

Consumerland: How High the Mountain? (Kit). Allen, TX: Argus Communications, n.d.

1 filmstrip, 1 cassette.

By taking you on a tour through Consumerland and introducing you to the consumer and his buying habits, this kit presents a comical satire on consumerism. It looks at credit, credit rating and the stages in the consumer education movement. The main message underlying all this is: "What we need, what we want, we will BUY!" jh-sh

HC 79.C63.C67.H83 332.743

Available from: PMB Industries
Cost: $21.00 - $30.99

Credit Ability (Game). Placentia, CA: Ungame Company, 1980.

Board, cards, rules.

Designed for 2 to 8 players, ages 8 to adult, this board game is similar to "Monopoly." The players are given an amount of paper money, make moves according to the roll of the dice, are directed by the messages on the board spaces, and along the way collect cards for expenses, income, and credit. One track of board spaces is filled with items such as sports equipment or furniture for which the players have the option to buy with credit. The account manager and credit manager keep track of expenditures, money, and of course, credit. The winner is the first player to fulfill all the requirements—a designated number of paid up credit cards, consumer items, and cash—of his or her "secret winner's card." The aim is to test a player's ability to "buy credit, build up a cash reserve, and still manage from payday to payday." ue-a

HG 3756 C861 322.7

Available from: Social Studies School Service
Cost: $21.00 - $30.99

Credit Card Bouquet (Film). Hollywood: Communications Group West, 1973.

16 mm. colour. 10 minutes 30 seconds.

Jonathan, a flower peddlar, takes a look at the credit experiences of his customers. A young salesgirl, a construction worker, a wise shopper, and an impulsive buyer describe their experiences with various lending institutions - banks, retail stores, credit unions, car agencies and savings and loan offices. The "friendly flower peddlar - likeable consumer" combination sometimes confuses rather than clarifies the points made. Information on how to cope with each credit situation or its general consumer education implications are not always forthcoming. However, Jonathan and his friends are interesting and the film is a useful introduction to credit. A brief synopsis, list of objectives, questions and answers are included. jh-a

CAF 101

Available from: Communictions Group West
Cost: Contact publisher

Credit Squeeze (Film). Toronto: Ontario Ministry of Consumer and Commercial Relations, 1976.

16 mm. colour. 4 minutes.

A humourous story, sung to a catchy tune, tells the plight of a newly married couple who get too deeply in debt by using credit. Buying on credit when there isn't enough money to meet the bills causes marital problems for the pair. The film is a good introduction to a unit on credit.

The kit of the same name (HG 3755. ON8 C86), is reviewed elsewhere. jh-a

CAF 148

Available from: Delisle
Cost: Contact publisher

Credit Squeeze (Kit). Toronto: Delisle, 1976.

1 filmstrip, 1 cassette, script.

A story sung to a catchy tune, and cartoon illustrations tell the plight of a newly-married couple who get too deeply in debt by using credit. It humourously shows how excessive buying can cause marital problems. It is a very basic introduction to the pitfalls of buying on credit. The film of the same name (CAF 148), is reviewed elsewhere. jh-a

HG 3755 ON8 C86 332.743

Available from: Delisle
Cost: $21.00 - $30.99

Credit Wise, A Guide to Consumer Credit (Book). Toronto: The Canadian Banker's Association, 1983. 48p.

This short but informative booklet consists of a credit-ability quick quiz to help examine financial situations and a credit checklist to make one look at his/her needs, wants, values and circumstances. A variety of credit-related information can be found in these few pages to help develop a basis for making credit choices that are suitable. Forms, credit counselling agency addresses and an index make this short guide even more useful. a

HG 3755 C73 332.774

Available from: The Canadian Banker's Association
Cost: Free

Fetterman, Elsie. What is Credit? Should I Use Credit? (Flipchart). Storrs, CT: University of Connecticut, n.d.

Charts.

A flipchart with a fairly simple text, large format and illustrations explains the dangers of credit buying. ue

HG 3755.F43 332.743

Available from: University of Connecticut
Cost: $0 - $5.99

Interact, Unit I (Kit). Belmont, CA: Pitman, 1974.

2 filmstrips, 2 cassettes, student activity booklet, teacher's guide.

Topics are budgeting and use of credit. Situations and dialogues presented are realistic and convincing. The student booklet poses questions which encourage students to think about budgeting and credit requirements. Sample forms are included. The teacher's guide provides scripts, answers, and suggestions for further activities. sh-a

TX 167.In8 Unit I 640.42

Available from: Copp Clark Pitman
Cost: $100.00

Jackson, Robert W., and Mapleton, David H. Credit Management in Canada: Instructor's Guide to Workbook (Book). Toronto: Credit Management Services, 1979. 128p.

The Instructor's Guide for the Student's Workbook which accompanies Credit Management in Canada contains answers to the workbook questions along with suggestions for teaching a course on Credit and Collections at a technical school level. Only relevant sections on consumer credit would be useful at the high-school level. tg/sh

HF 5566 J131 332.743

Available from: Credit Management Services
Cost: $6.00 - $12.99

Jackson, Robert W., and Mapleton, David H. Credit Management in Canada: Student's Workbook (Book). Toronto: Credit Management Services, 1979. 128p.

Designed to accompany the text, Credit Management in Canada, this student workbook contains questions arranged as a series of labs which follow the sequence of topics in the text. Since the intended audience for the text is post-secondary, only a few sections of this workbook - notably those on consumer credit - could be used by high school students. sh-a

HF 5566 J132 332.743

Available from: Credit Management Services
Cost: $6.00 - $12.99

Jackson, Robert W., and Mapleton, David H. Credit Management in Canada: The Philosophy and Practice of Consumerism, Financial, and Mercantile Credit Granting and Collections (Book). Toronto: Credit Management Services, 1979. 552p.

This text deals with Canadian consumer, mercantile and financial credit in a clear and concise manner. The book is designed to be used primarily at the post-secondary level and by credit management practioners although it could be suitable for some high school students. There is an accompanying student workbook and an instructor's guide to the workbook as well. This textbook is detailed and would be useful as a supplementary resource for teaching credit. sh-a

HF 5566 J13 332.743

Available from: Credit Management Services
Cost: $13.00 - 20.99

Johnson, Bert. Credit, Get It, Use It, Stretch It, Save It (Book). San Francisco: Harbour Publishing, 1981. 236p.

A U.S. credit counselling firm has used the information presented here to help thousands of people establish or restore their good standing with the business community. The information relates to the American situation so caution must be used particularly in the area of credit laws. Sample forms and a glossary supplement the text. a

HG 3755 J86 332.743

Available from: Gordon Soules Book Publishers
Cost: $13.00 - $20.99

Money Management Institute. Credit - Handle With Care (Kit). Money Management Library. Toronto: Household Finance Corporation of Canada.

1 filmstrip, 1 cassette, forms, teacher's guide.

Geared primarily to senior high school students and based primarily on the Money Management Library booklet, Managing Your Credit, the kit presents ideas to use in different situations and with different types of students. Suggestions for motivating students and a variety of teaching methods and techniques are included in the package. Bibliography. tg/sh-a

HG 3755 C733 332.743

Available from: Household Finance Corporation of Canada
Cost: $6.00 - $12.99

Money Tree (Film). rev. ed. Toronto: International Tele-Film Interprises, 1983.

16mm. colour. 20 minutes.

Many young people never consider the impact economic pressures can have on their futures. This film is an attempt to put the student into an emotional situation where he or she can identify with the pain and reality of debt problems in marriage. It traces the story of one young couple whose financial difficulties eventually lead to the break-up of their marriage. The sad songs on the soundtrack and the telling of the story by the couple add to the emotional impact of the tale. Their indebtedness unresolved, the film ends with the sad discovery that "somehow, love is not enough." The underlying message is the need for a sound budget and careful use of credit. This excellent film should lead to lively discussions of lifestyles, financial decisions and credit, requiring the teacher to provide information on how to avoid a similiar situation or cope with an existing one. sh-a

CAF 109

Available from: International Tele-Film Enterprises
Cost: Contact publisher

On Your Own: A Classroom Money-Management Kit (Kit). Burlington, ON: CUMIS, 1983.

1 videocassette. colour. 12 minutes. 1/2 in. and 3/4 in., duplicating masters, wall chart, various, teacher's guide.

Designed to introduce high school students to principles of sound money management, this kit covers budgeting, chequing versus savings accounts, advantages and disadvantages of credit and the financial institutions that provide credit. sh

HG 180 O6 1983 332

Available from: Credit Union Central
Cost: $150.00

Ontario Ministry of Consumer and Commercial Relations. Pay Later (Videocassette). Toronto: The Ministry, 1970.

1 videocassette. colour. 5 minutes. 3/4 in.

The film Pay Later (CAF 115) is reviewed elsewhere. jh-a

HG 3755 P29 332.743

Available from: ACCESS TV North
Cost: contact ACCESS TV North

Parker, Allan A. Credit, Debt and Bankruptcy (Book). Self-Counsel Series. Vancouver: International Self-Counsel Press, 1981. 103p.

Because credit law is a broad subject, the author has not written a comprehensive work but has tried to introduce the reader to its many aspects and has internationally addressed the law in general terms. Credit grantors, contracts, and information reporting, debt collecting, budgeting and much more are briefly discussed. A variety of sample forms and letters—from unsolicted credit offers to collection agent notices—help to illustrate specific points. Some Canadian services offering aid in this often complicated aspect of the consumer's financial affairs are listed in the appendix. a

KE 1030 Z82 P37 346.71

Available from: International Self-Counsel Press
Cost: $6.00 - $12.99

Pay Later (Film). Toronto: Palette Productions, 1970.

16 mm. colour. 5 minutes.

In a lively and catchy cartoon format this short film illustrates how credit, if used unwisely, can exact a costly price toll. Aimed primarily at the young consumer who is turned on to the power of credit for the first time, it illustrates how the unwary borrower and unscrupulous credit grantor can combine to ruin the life of the imprudent consumer. The potential perils of credit, impulse shopping, and unwary purchasing, are emphasized. Two grade 12 students from Ottawa produced the film using music written and performed by a student rock group. jh-a

CAF 115

Available from: Palette Productions
Cost: Contact publisher

Personal Finance (Kit). Chicago: Encyclopedia Britannica Educational Corp., 1976.

8 filmstrips, 8 cassettes, teacher's guide.

Personal money management is explained through eight sound filmstrips: "Operating a Checking Account," "Balancing a Checking Account," "Keeping a Savings Account," "Getting a Loan," "Using Credit Cards," "Budgeting Payday to Payday," "Borrowing Wisely," and "Long Range Planning." The series may be used by junior high, senior high and vocational technical school students as well as adults. jh-a

HG 180 P36 332.024

Available from: Visual Education Centre
Cost: $325.00

So You Want to Use Credit? (Kit). Washington, DC: Changing Times, 1972.

2 filmstrips, 2 cassettes, teacher's guide.

The kit discusses risks of credit buying through fictional episodes. Topics include applying for credit, choosing a credit plan, misuse of credit, credit contracts, loss of a credit card, and easy credit. Questions and activities are included. Interesting viewing. sh

HG 3755 . Sol 332.743

Available from: Marvin Melnyk
Cost: $75.00

Thelan, Judy. Credit: Using Other People's Money (Book). Consumer Education Training Module. Ypsilanti, MI: Michigan Consumer Education Center, 1977. 81p.

A teacher inservice module for secondary level consumer education units in home economics, business education and social studies. After completing this module, one will be able to explain how and when to use credit, how to establish and maintain a credit rating and the advantages and disadvantages of possible solutions to the inability to pay bills. Michigan's sources of consumer credit and major laws which protect credit users' rights are identified. Transparency masters supplement the units. tg.

HG 3755 T52 332.7

Available from: Michigan Consumer Education Center
Cost: $0 - $5.99

Ward, JoAnne E. Looking at Consumer Credit (Book). Agincourt, ON: Gage, 1981. 73p.

This module is simply written and brief. Designed to help the student understand the what, who, where, and how of consumer credit, it also explains how to control credit, how to avoid financial difficulties and how to develop money management skills. The module is divided into 9 units; it begins with a statement of objectives for the student and a pre-test and ends with a unit on establishing a budget. Ten additional assignments give the student an opportunity for further study; they cover monetary policy, women and credit, credit plan comparison, creditors and collection agencies, and the law of supply and demand. Glossary, resource list and index. jh-sh

HG 3755 W37 332.7

Available from: Gage
Cost: $6.00 - $12.99

Your Credit Is Good Unfortunately (Film). n.p. Pyramid Films, 1976.

16 mm. colour. 10 minutes.

Offered alluring bargains by a seemingly genial salesman, a recently married couple purchase many household goods on credit and later discover what can happen when monthly installments approach the limits of earnings. Actors pantomime the situation with a few props and painted backdrops, while a narrator provides dialogue and commentary. The sarcastic, busy nature of the presentation is amusing and is a good introduction to the use of credit. sh-a

CAF 136

Available from: International Tele-film
Cost: Contact publisher

C. Investment

Ady, Ronald. Making Money in Inflation, Deflation and Recession (Book). New York: Parker Publications, 1976. 22p.

Strategies for investing match the five stages in the inflation cycle: low, moderate, and high inflation, crisis inflation, and economic chaos and collapse. Also included are "model portfolios", and stock guides. Index. a

HG 4521 A28 332.67

Available from: Prentice-Hall Canada
Cost: $0 - $5.99

Brown, J.J., and Ackerman, Jerry. Start with $1,000: Do-It-Yourself Investing for Canadians (Book). Toronto: Gage, 1982. 291p.

Here is a book for those who feel their salaries are slipping further behind inflation everyday. Topics include how to set money to work immediately, how to find and interpret financial information and how to build a portfolio. This comprehensive guide explains elementary finance mathematics, how to deal with a broker, and how to work with pension plans and personal income tax. After this introduction it goes on to discuss types of investment such as real estate and commodities. The appendices provide information regarding life insurance rates, managing RRSPs, stock behaviour and chart reading. Glossary, bibliography and index. a

HG 5152 B76 332.6

Available from: Gage
Cost: $13.00 - $20.00

Chakrapani, Chuck. Financial Freedom on $5 a Day (Book). Self-Counsel Series. Vancouver: International Self-Counsel Press, 1983. 195p.

Many books on investing don't provide the type of advice that someone with little or no saving needs to "become financially free." The author describes a step-by-step strategy for small investors that anyone with $100 (or even less) can follow. A large section describes different investment opportunities; the most important section explains how to use those investments. A Resource Directory lists reading material and addresses in Canada and the U.S. of companies providing specific services and information. Anyone who is willing to follow a few simple rules of investing and is committed to saving $5 a day can achieve financial freedom. a

HG 4527 C48 1983 332.678

Available from: International Self-Counsel Press
Cost: $0 - $5.99

Dorfman, John. Family Investment Guide (Book). New York: Atheneum, 1981. 263p.

"A financial handbook for middle-income people", this book elaborates on a set of 20 investment rules the author feels are the most important. These rules range from trying to invest 15% of after-tax income, owning a home, being cautious of investing in gold, silver, and collectibles, to considering the source when obtaining financial advice. a

HG 4527 D67 1981 332.6

Available from: McClelland & Stewart
Cost: $13.00 - $20.99

Hatch, James E. Investment Management in Canada (Book). Scarborough: Prentice-Hall Canada, 1983. 574p.

This introductory text in investment management is appropriate for undergraduate or graduate students; a prior knowledge of basic algebra, accounting and statistics is required. Canadian in its orientation, this book discusses the financial role of the three levels of government, the activities of Canada's stock exchange, commonly used stock and bond return indexes, and the taxation of investment incomes. Ten appendices and an index aid in accessing this comprehensive work. a

HG 5152 H37 332.60971

Available from: Prentice-Hall Canada
Cost: $21.00 - $30.99

Kelman, Steven G. No-Nonsense Guide to RRSPs/RHOSPs and Other Tax Shelters (Book). 1984 ed. Toronto: Financial Times of Canada, 1983. 161p.

Kelman has indeed written a straight-forward, no-nonsense guide to tax shelters. RRSPs, RHOSPs, life insurance policies and annuities are only a few of the options open to the consumer. Other options are also described; among them are funds such as fixed income, equity, and real estate funds, and plans such as group, self-directed, deferred profit-sharing, spousal and guaranteed plans. The 1984 edition includes April 19, 1983 budget proposals that affect RHOSPs, previous budget proposals affecting RRSPs such as the Indexed Security Investment Plan (ISIP), deposit insurance and low-risk self-directed plans. From the first chapters on budget revision to the last ones on new retirement options and unwinding the plan, there is something of interest to almost everyone who complains about high taxes! a

HG 9946 C23 K4 1984 332.6042

Available from: Methuen
Cost: $0 - $5.99

Little, Jeffrey B. Understanding Wall Street (Book). Cockeysville, MD: Liberty, 1980. 215p.

The complexities of Wall Street are clearly explained in this volume meant for both beginners and experienced investors. Nine graphically illustrated chapters cover investment fundamentals, such as the formation of companies and sophisticated techniques, such as technical analysis. The first chapter includes a dictionary of Wall Street terms and expressions. Other chapters explain how to read financial statements and the financial pages, selection of a stock broker, how to identify and use growth stocks, bonds, and stock options. This is a very thorough educational text on Wall Street. sh-a

HG 4571 L72 332.6

Available from: Franklin Watts of Canada
Cost: $6.00 - $12.99

MacInnis, J. Lyman. Get Smart! Make Your Money Count (Book). Scarborough: Prentice-Hall Canada, 1983. 250p.

The complete Canadian guide to money management for the eighties is a very readable book offering advice in two areas of money management. The first part covers various aspects of budgeting and basic management and includes a list of ten common financial planning mistakes. Although unusual topics, sound practical advice is offered on opening a Swiss bank account and procedures to follow upon winning a lottery. The guide to investing in part two is not meant to be a separate section irrelevant to the average person. Anyone who owns real estate, including his or her own home, is an investor. Anyone who owns RRSPs, a pension plan or insurance policy should be aware of how the market works and how it influences one's financial affairs. This section also covers joining investment clubs and choosing and dealing with a broker. Sample budget sheets, an investment glossary, and the "personal financial planning analysis" questionnaire contribute information to this already fact-filled guide. a

HG 179 M32 332.024

Available from: Prentice-Hall Canada
Cost: $6.00 - $12.99

Mackevich, Gene. Woman's Money Book: How to Make Your Money Grow (Book). New York: Bantam Books, 1979. 199p.

This introduction is written in a straight-forward easy-to-read style and briefly covers every subject essential to making one's money make money. "Raising your comfort index" lists source material with which a woman should become familiar and provides a checklist for choosing an investment counsellor. Among the other topics discussed are common stocks, the stock and bond markets, options, gold, real estate, insurance, tax shelters and estate planning. "Investment Sins" discusses investment negatives such as preferred stocks, mutual funds and long-term bonds, and the "sins" of pride, greed, sloth, and the like. A long and detailed glossary will help anyone develop an understanding of the language of the financial world - essential for making money grow. Index. a

HG 179 M199 332.024

Available from: Bantam Books of Canada
Cost: $0 - $5.99

Market Madness (Game). Thornhill, ON: Mottiar Enterprises, 1974.

Various.

A board game for 3-8 players. Players start with a limited amount of money and use it to buy shares. The market fluctuates and players make money by buying and selling shares. A recreational game to supplement lessons on the stock-exchange. jh-a

HG 4555 M34 332.664

Available from: Scholar's Choice
Cost: $6.00 - $12.99

McLeod, William E. Tax Shelters for Canadians; Choose with Care! (Book). 1984 ed. Self-Counsel Series. Vancouver: International Self-Counsel Press, 1984. 153p.

For Canadian taxpayers considering the purchase of an RRSP, RHOSP, DPSP (Deferred Profit-Sharing Plan) or any other tax shelter, this guide discusses the many hazards and the many common but misleading myths. a

KE 5663 Z82 M234 1984 332.6042

Available from: International Self-Counsel Press
Cost: $6.00 - $12.99

Middleman (Film). Toronto: Toronto Stock Exchange, n.d.

16 mm. colour. 13 minutes.

Explores the role of a broker at the Toronto Stock Exchange. An actual broker and his clients are used to show the broker at work as well as outline what a consumer should expect of his broker. A career as a stock broker is discussed. The film is realistic and informative. Scenes of the Toronto Stock Exchange trading floor and the actual telephone contacts of the broker are exciting. sh-a

CAF 142

Available from: Toronto Stock Exchange
Cost: Contact publisher

Nelson, Wayne F. How to Profit from the Money Revolution (Book). New York: McGraw-Hill, 1983. 155p.

Wayne Nelson is an investment company vice-president who conducts monthly investment seminars throughout the Unites States. In this book he provides advice on how to obtain financing for real estate purchases, how to profit from "the coming stock market boom," how much and what type of life insurance to buy, and how to avoid common financing pitfalls. The aim of this American work is to help the reader bypass the numerous and often costly financial services, firms and experts that populate the world of investment. Index. a

HG 4527 N443 1983 332.678

Available from: McGraw-Hill Ryerson
Cost: $13.99 - $20.99

Shulman, Morton. How to Invest Your Money and Profit From Inflation (Book). 2d ed. Edmonton: Hurtig, 1980. 173p.

Shulman, a self-made millionaire, offers in this revised edition, his advice for investing during inflation. The effect of inflation on investments is made clear through illustrations and examples, some of which are drawn from the author's career. Written in a clear but informal style, this book might be a popular addition to supplemental reading lists for consumer education. sh-a

HG 4521 S58 1980 332.6

Available from: Hurtig
Cost: $6.00 - $12.99

Smith, Jerome F. Runaway Inflation! (Book). Self-Counsel Series. North Vancouver: International Self-Counsel Press, 1979. 84p.

This book documents the American situation, but the author feels that the conclusions and recommendations apply equally to Canada. Part I explains in general, the concept of runaway inflation, to assist readers in understanding why traditional savings practices will not work now. Suggestions for a personal investment strategy are given in Part II. sh-a

HG 229 S65 332.41

Available from: International Self-Counsel Press
Cost: $0 - $5.99

Trowbridge, Keith W. Resort Timesharing: How You Can Invest in Inflation-Proof Vacations for Life (Book). New York: Simon and Schuster, 1981. 192p.

From descriptions of the different forms of time sharing and tips on how to buy a resort timeshare, to information on worldwide exchange networks, tips on buying in a foreign country, and advice on management, maintenance, resales and rentals, there is plenty of material here to facilitate decisions. A glossary, bibliography and a typical resort maintenance budget are also included. This book is written to explain an innovative approach to beating the vacation-inflation syndrome. If used with caution, the book may be useful as supplemental reading on money management or house buying. a

HD 7287.67 U5 T76 333.3

Available from: Musson
Cost: $13.00 - $20.99

Tuccille, Jerome. Everything the Beginner Needs to Know to Invest Shrewdly (Book). New York: Barnes & Noble, 1978. 192p.

A Wall Street broker has written a step-by-step guide to the basics of financial growth and answers the questions: What is a stock? A corporate bond? What are money market instruments? Mutual funds? What is a tax shelter? and What is an option? Part 2 covers picking a brokerage firm and what to invest in. Financial planning and basic tax considerations are also discussed. The glossary is fifty pages long and the index is quite detailed. a

HG 4514 T93 332.6

Available from: Fitzhenry and Whiteside
Cost: $6.00 - $12.99

Van Caspel, Venita. New Money Dynamics (Book). Reston, VA: Reston, 1978. 461p.

A step-by-step guide to be used as a blueprint for financial independence is given in this book. Various types of investments are discussed, such as stocks and bonds, mutual funds, real estate, and life insurance. An application exercise at the end of each chapter asks questions directed toward the formulation of a personal money plan. A large glossary of investment terms concludes this handbook on playing the money game to win. sh-a

HG 4521 V18 332.024

Available from: Prentice-Hall Canada
Cost: $13.00 - $20.99

Van Caspel, Venita. Power of Money Dynamics (Book). Reston, VA: Reston, 662p.

This best-selling author believes "there is no 'right' investment for all seasons, but there is the right investment this season." A Certified Financial Planner and lecturer, Van Caspel has written a step-by-step guide to use in designing one's own "financial blueprint." You can "chart your course to all the right investments" whether they are collectibles, life insurance or real estate. Whether to rent or buy a home, how to take advantage of the "energy crisis" and how to prepare for retirement are other topics of interest. Each topic ends with a clearly defined summary and a list of ways to apply the techniques described in the preceding pages. The very positive approach, a glossary of investing and an appendix filled with tables and worksheets make this clearly written book very useful even to the Canadian investor. Index. a

HG 179 V364 332.024

Available from: Prentice-Hall Canada
Cost: $13.00 - $20.99

Widicus, Wilbur W. Personal Investing (Book). 3d ed. Homewood, IL: Richard D. Irwin, 1980.

The purpose of this textbook is to present the basic information necessary to select various types of investments and to correctly time their purchase and sale. Investments covered are securities, savings, stocks and bonds, and real estate. Problems and questions are given for each chapter. A glossary of investment terms is also provided. sh-a

HG 179 W63 332.6

Available from: Irwin-Dorsey Canada
Cost: $13.00 - $12.99

Williams, Gordon. Financial Survival in the Age of New Money (Book). Rev. ed. New York: Touchstone, 1982. 382p.

According to the author, "government has virtually destroyed our currency" and often mismanages our money. He shows us how to plan our own personal financial survival until this "age of new money" has passed. The history of money and modern petrodollars is explored as well as why stock, bond and gold markets are deadly traps for most people. Electronic money and its impact on the consumer and how the small investor, unprotected by tax shelters, can plan his financial course are two important topics. Clearly written and entertaining, this book is comprehensive, easy to understand, and thus useful to the average investor. Index. a

HG 179 W534 332.04

Available from: Musson
Cost: $6.00 - $12.99

Zimmer, Henry B. Henry B. Zimmer's Money Manager for Canadians (Book). Don Mills: Totem, 1984. 260p.

A simple calculator and this practical math guide is all you need to do almost any "mathematical calculation required in business or personal finance and investment decision-making." The author provides a variety of methods to calculate the best mortgage rate, compare investment yields, figure out the cost of borrowing money, and evaluate insurance costs. He explains clearly and at length, such confusing concepts as compound interest and annuities; he also shows how to use tables in the decision-making process and which tables to use. Each of the thirteen tables is accompanied by a summary of its uses and references to explanatory chapters. a

HG 4537 Z55 1984 332.6

Available from: Totem
Cost: $6.00 - $12.99

Zimmer, Henry B. How to Profit from the Next Canadian Real Estate Boom (Book). Edmonton: Hurtig, 1984. 275p.

Here are investment strategies for first-time and experienced investors including guidelines and techniques to evaluate real estate properties and assess one's own financial situation. Topics range from how to evaluate the purchase of a home as an investment to guidance in real estate investment and development activities in the United States. Each of the eighteen chapters ends with a short summary of the more important points. Every aspect of real estate investment is explored in great detail in this book. a

HD 1382.5 Z54 1984 332.6324

Available from: Hurtig Publishers
Cost: $13.00 - $20.99

Zimmer, Henry B. Zimmer's 1983 Canadian Tax and Investment Guide (Book). rev. ed. Don Mills: Totem, 1983. 246p.

This best-selling guide shows "how year-round tax planning can greatly affect your after-tax income." One of the first chapters discloses why fringe-benefit plans - company cars, stock options and the like - are often more valuable than a raise in pay. Income splitting with family members and tax shelters in real estate, movies and oil and gas projects are two of the ideas for maximizing investment yields that are explored. Written for executives, professionals and businessmen or anyone else in a "middle class" tax bracket who is paying too much tax. a

KE 5682 Z82 Z46 1983 343.7104

Available from: Totem
Cost: $0 - $5.99

Zimmer, Henry B., and Kaufman, Jeanne V. Reshaping Your Investment Strategies for the 1980s (Book). Don Mills: Collins, 1982. 245p.

The authors show middle class Canadians "how to find the particular investment approach that best suits individual circumstances and the prevailing investment climate." From RRSPs, life insurance, real estate, and the stock market to investing in gold, silver and collectibles, the suggestions in this book cover a wide range of topics. The authors try to provide suggestions for people, to better adapt to the investment climate of the 1980s in order to "survive during hard times and prosper when the economic situation eventually turns around." A particularly important chapter describes when and how to seek advice from a professional. a

HG 5421 Z45 332.678

Available from: Collins
Cost: n.a.

D. Insurance

Alberta Agriculture. Home Economics Branch. Insurance (Book). Edmonton: The Department, 1982. 47p.

Part of a series of publications on family financial planning, this booklet includes basic information and exercises on life, disability, auto and property insurance. It is a brief but straight-forward and informative guide to making decisions regarding insurance needs and insurance budgets. Useful personally or within an adult workshop. a

HG 8051 A62 368

Available from: Alberta Agriculture
Cost: Free

Buying Insurance: What's The Right Protection For You? (Kit). White Plains, NY: Guidance Associates, 1979.

2 filmstrips, 2 cassettes, teacher's guide.

A well-organized sound filmstrip presentation on four types of insurance - vehicle, homeowner, health and life. Insurance terminology is presented for each topic, defined and elaborated upon through examples of people requiring insurance. Alternating narrators ask questions and give information which is illustrated by photographed situations, sample forms, and printed terms. Review questions conclude each section. The health insurance section deals with U.S. plans and needs supplemental Canadian information. sh-a.

HG 8051 B98 368

Available from: Visual Education Centre
Cost: $75.00

Golanka, Nancy. How to Protect What's Yours (Book). Washington, DC: Acropolis Books, 1983. 304p.

The Consumer Affairs Director of the Insurance Information Institute describes how to shop around for the best insurance. Saving money on insurance, planning future security and stretching a family budget are emphasized in this guide to protecting a house, possessions, life, health, and nest eggs. Two appendices, "How to Read Your Insurance Policy" and "Your Choice in Homeowners', Policies" are invaluable even to Canadian consumers. Index. a

HG 8061 G64 1983 368.002

Available from: Insurance Information Institute
Cost: $6.00 - $12.99

McLeod, William E. Life Insurance and You: A Handbook for Consumer Protection (Book). Don Mills: General Publishing, 1981. 290p.

A very current guide to avoiding the pitfalls of buying insurance, it provides a wealth of information with which to make sound decisions regarding one's insurance dollar. Paying for the wrong type of policy, inadequate coverage, or high premiums can be avoided. Besides term life, group, and mortgage insurance, the author addresses the concerns of women, children and non-smokers. He also discusses life insurance RRSPs, tax deductions, borrowing on a life insurance policy, and insurance sales people and practices. Various appendices and a glossary are included. a

HG 8773 M32 368.3

Available from: William E. McLeod
Cost: $6.00 - $12.99

Tierney, Francis, and Braithwaite, Paul. Effective Insurance: A Guide for Buyer and Seller (Book). Toronto: Butterworths, 1984. 333p.

The "detailed explanation in layman's terms of general insurance and of the various protections available in the marketplace" should prove to be a useful reference book for insurance professionals, businessmen and consumers. Most of the book is devoted to the explanation of types of insurance such as property and liability. These chapters include the examination of policies, the contents of the policy, and the examination of actual examples. Other chapters describe the insuring process, insurance management and administration, including claims procedures, and insurance industry. Tips on how to evaluate an insurance company, diagrams showing the steps involved in the issuance of a policy, sample forms, and references to legislation are examples of the comprehensiveness of the book's coverage. Index. a

HG 8051 T54 1983 368

Available from: Butterworths
Cost: $31.00 $50.00

Tobias, Andrew. Invisible Bankers: Everything The Insurance Industry Never Wanted You to Know (Book). New York: Linden, 1982. 336p.

A best-selling author describes this enormous, powerful industry in detail: how insurance works and how it could work better; how insurers sell policies on which they can't lose; why lawyers have fought true no-fault insurance; how companies sometimes take advantage of their policy holders and profit from consumer ignorance. Although the author's major focus is an exposē of the industry, he also alerts the consumer to various aspects he may not have known, guides him in evaluating the risks, and shows him how to buy insurance intelligently. a

HG 8531 T6 338.4

Available from: Monarch Press
Cost: $13.00 - $20.99

You and Your Automobile Insurance (Kit). New York: Insurance Information Institute, 1978.

1 cassette, 1 filmstrip, teacher's guide.

This kit contains a cassette tape and filmstrip presentation of about thirteen minutes duration. The basic concept of insurance as the sharing of financial risk, the six types of coverage available in policies, "no fault" insurance factors that determine the cost of insurance and ways in which car owners can save money on their premiums all are clearly explained. Educators who prefer to narrate themselves can refer to the printed script contained in the accompanying guide. This guide also provides instructional objectives, major concepts and generalizations, a glossary, and activity ideas for teaching automobile insurance. sh-a

HG 8051 Y8 368.232

Available from: Insurance Information Institute
Cost: $13.00 - $20.99

You and Your Home Insurance (Kit). New York: Insurance Information Institute, 1978.

1 cassette, 1 filmstrip, teacher's guide.

This American filmstrip and cassette tape is accompanied by a guide which, in addition to the printed script and a description of the visuals, provides instructional objectives, major concepts and generalizations, a glossary, and activity ideas for teaching the basics of home insurance. All aspects of the topic are covered, from an introduction on how insurance works to a description of specific policies and perils. The running time of the presentation is about twelve minutes. A well-produced kit that would prove useful with education audiences. sh-a

HG 9970 H 44 Y7 368.232

Available from: Insurance Information Institute
Cost: $0 - $5.99

IV. BUYMANSHIP

A. Buying Practices

Alberta Consumer and Corporate Affairs, and ACCESS Alberta. Lost in the Fine Print (Kit). Calgary: ACCESS Alberta, 1981.

duplicating masters, pamphlets, teacher's guide.

This teaching package accompanies the videocassette of the same name (TX 335 I3). The main objective of the teaching unit is to involve students in the process aspect of consumer decision-making. By doing these suggested activities, exercises, and discussions, they should develop a set of guidelines useful for making any consumer purchase. Worksheets and teaching suggestions are given for a unit on "Five Steps to Buying a Used Car". Creative writing exercises, dramatizations, and local study projects are provided. Additional resources include lists of other video programs, tip sheets, and duplicating masters. tg/sh-a

TX 335 I34 343.743

Available from: Available on loan from Resource Centre
Cost: n.a.

Alberta Consumer and Corporate Affairs, and ACCESS Alberta. Lost in the Fine Print (Videocassette). Calgary: ACCESS Alberta, 1979.

1 videocassette. colour. 30 minutes.

A young couple learn about the financial, legal and emotional problems that can result from not investigating thoroughly a used car before buying. Certain steps should be followed when buying in today's marketplace. These include comparison shopping and reading all contracts properly before signing. This couple initiate action against the used car dealer for misrepresentation of facts. We see what consumer rights and responsibilities they have in attempting to settle their grievances. Reference is made to Alberta Consumer and Corporate Affairs and Alberta legal procedures. The video is part of a teaching package with the same name (TX 335 I34), reviewed elsewhere. sh-a

TX 335 I3 343.7

Available from: ACCESS Alberta
Cost: Contact ACCESS Alberta

Alberta Consumer and Corporate Affairs. Consumer Education and Information. Guarantees and Warranties (Kit). Edmonton: The Department, 1980.

Transparencies, duplicating masters, sample tip sheet, teacher's guide.

Checking out the guarantee or warranty is an important part of many purchases. This package outlines how to judge the value of guarantees and warranties offered on consumer products such as household appliances and radios. sh-a

HG 3755 A7 640.73

Available from: Available on loan from Resource Centre
Cost: n.a.

Alberta Consumer and Corporate Affairs. Consumer Education and Information. Mail Order Buying (Kit). Edmonton: The Department, 1980.

1 videcassette. colour. 15 minutes. 1/2 in. and 3/4 in., tip sheets, transparencies, duplicating masters, teacher's guide.

This teaching package was developed to promote awareness of consumer rights and responsibilities in regards to mail order buying. As well, it should help to improve the skills used to interpret advertising. The videotape, "Mail Order Buying", is the main resource. Real-life examples of consumer complaints and extravagant advertising claims are presented in this segment of a 1979 CBC Marketplace program. The teacher's manual includes background information such as relevant legislation, activities, and discussion questions for class participation. tg/sh-a

HF 5466 A7 659.13

Available from: Available for loan from Resource Centre
Cost: n.a.

B.C. Ministry of Consumer and Corporate Affairs. Shop Hop (Game). Victoria: The Department, 1980.

Board, shopping lists, playing cards.

This board game is for 2-4 players. Each player must purchase 6 given items on a shopping list while keeping within the budgeted amount of money allotted to him. Addition and subtraction of monetary amounts are the skills required to play. ue-jh

TX 335 B84 640.73

Available from: B.C. Ministry of Consumer and Corporate Affairs
Cost: Limited distribution, contact publisher

Bendick, Robert, and Bendick, Jeanne. Consumer's Catalog of Economy and Ecology (Book). New York: McGraw-Hill, 1974. 156p.

Describes economic and environmental responsibility of the consumer when exercising purchasing power. In a conversational yet informative manner, it serves as a guide to purchasing. The book tells what to look for before purchasing, discusses strong and weak aspects, presents alternatives, advises consumers when and how to buy, and provides hints for using products. Emphasis is placed on the consumer's ecological responsibility. jh-sh

QH 541.B43 640.73

Available from: McGraw-Hill Ryerson
Cost: $6.00 - $12.99

Canadian Automobile Association. Complete Buyer's Guide: How to Get More for Your Money (Book). Montreal: Reader's Digest Association, 1982. 415p.

Accordions to zippers, money management to vacation planning, this comprehensive book is true to its title. Besides providing buying guidelines to just about everything, it offers tips on dollar stretching, safety, and consumer rights; it also features "alerts" to issues and practices. These special "alert boxes" on real cost, services, dollar-stretching and other guidelines are interspersed throughout the text. They can be found listed with the contents table, the index, and the consumer service directory. The directory of public and private organizations, providing various services to the Canadian public, and the illustrations and charts make this guide even more valuable. sh-a

TX 335 C11 640.73

Available from: Canadian Automobile Association
Cost: $21.00 - $30.99

Choosing What to Buy (Film). Toronto: Visual Education Centre, 1978.

16mm. colour. 15 minutes.

The film centers around the story of a boy named Buzz who finds a quarter lying in the street and asks the advice of his friends in deciding what to do with it. A teacher's guide with discussion questions, activities and duplicating masters is included. Utilizing puppets, animation, and live mime, this film uses a series of humorous vignettes to introduce and discuss money management and making consumer decisions. pr

CAF 149

Available from: Visual Education Centre
Cost: Contact publisher

Consumer Education: Buyer Be Wise (Kit). Mount Kisco, NY: Teaching Resource Films, 1975.

4 filmstrips, 4 cassettes, teacher's guide.

Ear appealing conversation lead into slower, narrator discussions of budgeting and toy buying comparison shopping at the supermarket and the pros and cons of advertising. Teacher's guide contains a synopsis and text of each filmstrip. As well, student activity suggestions involve students in investigating consumer problems with readily available materials. ue

TX 167.B98.C76 640.73

Available from: A.I.M. Educational Aids, or Ginn and Company
Cost: $75.00

Consumer Education: Buying Right (Kit). Jamaica, NY: Eye Gate, 1973.

6 filmstrips, 3 cassettes.

Designed to give teenagers information about problems they face as consumers. By being aware of these problems and knowing the best ways to handle them, young people should be able to make better decisions about purchases and better use of money. Filmstrips are entitled: "How to Shop," "Deciding to Buy," "Traps to Stay Out Of," "Getting What You Really Want," "How to Buy" and "Recognizing Real Bargins." jh-a

TX 167 C 765 640.73

Available from: Cenco Canada
Cost: $100.00

Consumer Game (Film). Toronto: International Tele-Films, 1973.

16mm. colour. 20 minutes.

Arte Johnson provides the viewer with pointers on how to win the consumer game in the supermarket. He discusses the concepts of comparison shopping, unit pricing, convenience packaging, financing, labelling, guarantees, and national standards. His brief explanations are illustrated by film clips of realistic situations involving supermarket shoppers. The film is highlighted by a musical background and a theme song suggesting that the consumer shop around and think before he buys. Videocassette copies available from ACCESS TV North. jh-a

CAF 108

Available from: International Tele-Films
Cost: Contact publisher or ACCESS TV North

Consumer Skills: Buying For Immediate Use (Film). Markham, ON: Coronet, n.d.

16mm. colour. 13 minutes 30 seconds.

This film encourages students to discover reliable sources of consumer information for evaluating such important factors as weight, ingredients, packaging and craftsmanship before making purchases. We follow three young consumers as they make everyday purchases in food, clothing, drug and variety stores. Students observe alternative purchasing decisions and are encouraged to consider whether or not purchases were made wisely. The film stresses the importance of looking for quality, price and service when making a purchase and considering individual priorities and product information in order to make sound and satisfying purchases. jh-sh

CAF 128

Available from: Coronet
Cost: Contact publisher

Consumer Tapes Unit I, Unit II (Audio Tapes). New York: Visual Education Corporation, 1974.

12 cassettes.

Thoroughly yet concise consumer tapes deliver information and advice on how to cope successfully with today's complex marketplace. Forty-three consumer experts outline step-by-step procedures that can make better informed, more effective consumers. Their advice is supported by anecdotal experiences told first-hand by real consumers. Discussions are personal and conversational, yet well-organized and clearly presented. Various topics deal with handling money, frauds, advertising and shopping for specific items. jh-a

HC 79 C63. C76.T16 640.73

Available from: Macmillan of Canada
Cost: $125.00

Consumer's World: It's Your Decision (Kit). New York: Globe Filmstrips, 1974.

6 filmstrips, 6 cassettes, teacher's guide.

Specific information is given in various areas of consumer expenditure - food, furniture, cars, clothes - and deceptive selling practices. Aimed at young adults earning their own money and establishing their own homes, situations develop to decision points but no answers are provided. Details such as prices are dated, but the goal of teaching students to evaluate needs before buying as well as comparing costs, products and supplies, is valuable. sh-a

TX 167 C76. IT6 640.73

Available from: Globe/Modern Curriculum
Cost: n.a.

Denenberg, Herb. Herb Denenberg's Smart Shopper's Guide (Book). Radnor, PA: Chilton Books, 1980. 215p.

This guide to American consumer information is written to assist readers in making the right consumer decisions in the marketplace. Chapters cover food, health care services, home and automotive safety, insurance, and rules for making effective complaints. American consumer numbers and addresses are listed. General advice and pitfalls are applicable for Canadian consumers. sh-a

TX 335 H4 640.73

Available from: Nelson Canada
Cost: $6.00 - $12.99

Dolgin, Phyllis. Alice in Consumerland (Kit). Fairlawn, NJ: January Productions, 1974.

5 filmstrips, 5 cassettes, teacher's guide.

This kit introduces children to problems they may encounter as consumers such as budgeting and defective merchandise. Appealing cartoon characters of consumer products tell their stories to Alice as she learns to analyze and think critically when shopping. A teacher's guide provides scripts and suggests appropriate follow-up activities. pr

TX 167.AL4 640.73

Available from: House of Learning
Cost: $100.00

Fetterman, Elsie, and Schiller, Margery K. Let the Buyer Be Aware: Consumer Rights and Responsibilities (Book). New York: Fairchild, 1976. 217p.

This is an extremely informative book written primarily in a question-answer type format. It discusses how to avoid consumer problems through better buying techniques and careful planning, and explains how to complain effectively. Some of the areas discussed include: advertising, credit, debt management, real estate, home improvements, food, appliances, clothing, furniture, toys, product safety and automobiles. sh-a

HC 79.C63.F43 343.07

Available from: Fairchild
Cost: $6.00 - $12.99

Getting More for Your Money (Book). rev. ed. Elmsford, NY: Benjamin, 1982. 384p.

This guide endeavours to assist consumers in making intelligent buying decisions and being aware of any existing kinds of trickery. General advice on business practices and services offered for a variety of items from advertising to work-at-home schemes are provided in alphabetical sequence. The history and present services of the BBB are described as well as steps to take as a dissatisfied customer. There is a directory of Bureau offices including Canadian addresses. Formerly title The Better Business Bureau Guide to Wise Buying. Index. sh-a

TX 335 G85 1982 640.73

Available from: Benjamin
Cost: $6.00 - $12.99

Glazier, Ray. Supermarket (Kit). Cambridge, MA: ABT Associates, 1975.

Various.

The Supermarket kit provides realistic materials to simulate the experience of shopping within the classroom. By participating in the suggested activities and rotating roles of shoppers, stock persons, checkout persons and managers, a whole class can acquire and practice math skills and economic concepts. pr

HF 5469 G46 640.42

Available from: ABT Associates
Cost: $31.00 - $50.00

Good Buys: Alternatives to Shopping Malls (Kit). Kildeer, IL: Learning Seed, 1983.

2 filmstrips, 2 cassettes, 2 duplicating masters, teacher's guide.

The best values can be found in thrift shops, flea markets, factory outlets, garage sales, food co-ops, classified ads, community bulletin boards, or by bartering, doing-it-yourself/growing-it-yourself and sometimes even by deciding not to buy at all. The two-part filmstrip briefly explores these alternatives to shopping centres and offers advice on buying on a tight budget. tg/sh-a

TX 167 G77 1983 640.73

Available from: Social Studies School Service
Cost: $75.00

Goodman, Larry, and Ocko, Judy Young. Savy Shopper; Your Guide to Saving Money at Department, Speciality and All Retail Stores (Book). New York: Ballantine Books, 1982. 144p.

A dollar-saving guide that shows the consumer how to make the most of holiday, special, clearance, and storewide sales and how to read store ads. It features a year-round calendar of sales and a glossary of sale language and other merchandising terms. This guide is filled with a variety of information. Among the topics are: labels and tags, store services, charge accounts, hidden charges, mark-ups, discount stores and complaint-making. Although some Canadian information is included, most of it, particularly laws and regulations, is American. A useful guide to any shopper, whether American or Canadian. sh-a

TX 335 G77 640.73

Available from: Random House of Canada
Cost: $6.00 - $12.99

Jarrard, Margaret, and McCormick, Helen. It Makes Good Cents (Book). rev. ed. Stockton, CA: Stevens & Shea, 1980. Various.

Five activity books cover economic concepts, advertising, comparison shopping and nutrition. The student booklets are titled: "Making Money, Spending Money," "Advertising: Caveat Emptor;" "Deciding What to Buy;" "You Are What You Eat;" and "Trying Out What You've Learned." Designed for elementary students, the books are a series of hand-printed and illustrated duplicating masters, part of which may be used in the classroom and part in a store. Brief objectives and procedures are provided for the educator. tg/ue-jh

TX 335 J28 640.73

Available from: Relevant Instructional Materials
Cost: $21.00 - $30.99

Joselow, Froma. Get Your Money's Worth (Book). Scarborough: New American Library of Canada, 1983. 214p.

Tired of paying more for less? This guide to saving money and money management includes a section on price awareness which explores how to change spending habits, explains the economic and non-economic reasons for doing-it-yourself, and describes the criteria for determining product quality and durability. How to make your own Consumer Price Index is included in the appendix as a tool for applying the principles of "price awareness." Index a

TX 167 J77 640.73

Available from: New American Library of Canada
Cost: $0 - $5.99

Let the Buyer Beware (Kit). New York: Eye Gate, 1971.

6 filmstrips, 3 cassettes.

Attempts to develop in children an alertness and awareness of the marketplace. Filmstrip titles are "Everything Is Not What It Appears to Be;" "Can You Believe Advertising?;" "Johnny Has One;" "Measures, Values and Bargains;" Use, Quality and Service;" and Is It Safe!" This kit is useful for discussion purposes despite some repetition. pr–ue

TX 167.L56 640.73

Available from: Cenco Canada
Cost: $100.00

Let's Go Shopping (Kit). St. Paul, MN: Changing Times, 1973.

2 filmstrips, 1 cassette, fact sheets.

The kit is designed to help those with limited means meet personal needs in a marketplace that presents unlimited choices. The objective is to help develop good buymanship, not by lecturing, but by encouraging students to analyze the buying dilemma presented in five episodes. jh–sh

TX 167.L56.C36 640.73

Available from: Marvin Melynk
Cost: $75.00

MacDonald, John. Consumer Education Part I: How to Shop Wisely (Kit). Mount Kisco, NY: Teaching Resources Films, 1973.

4 filmstrips, 2 cassettes, teacher's guide.

This kit provides the consumer with an excellent guide for making intelligent purchases. Topics considered include: becoming a responsible consumer, buying quality on a budget, finding a place to live and shopping for a car. The student is made aware of pitfalls awaiting consumers and alerted to ways to make every dollar count. Questions and projects which accompany each filmstrip encourage students to apply the principles studied to real life experience outside the classroom. jh–sh

TX 167.H83 640.73

Available from: AIM Educational Aids, or Ginn and Company
Cost: $75.00

Money Management Institute. Money Management Library (Book Series). rev. ed. Toronto: Household Finance Corporation of Canada, 1973-1983.

12 booklets.

This series of colourful booklets attempts to increase the reader's money management skills by providing information which will help to get the most value from money spent. Topics covered include housing, clothing, appliances, recreation, children's spending, automobiles, credit, furniture and savings and investment.

The titles and publication dates are as follows:

Children and Money Management	(1981)
Managing Your Credit	(1978)
Your Automobile Dollar	(1975)
Your Clothing Dollar	(1978)
Your Equipment Dollar	(1973)
Your Financial Plan	(1979)
Your Food Dollar	(1982)
Your Home Furnishings Dollar	(1973)
Your Housing Dollar	(1983)
Your Recreation Dollar	(1977)
Your Savings & Investment Dollar	(1973)
Your Shopping Dollar	(1980)

jh–a

TX 326 H81 M74 640.73

Available from: Household Finance Corporation of Canada
Cost: $6.00 - $12.99

Read Before You Write (Film). Mississauga, ON: Marlin Motion Pictures, 1972.

16mm. colour. 6 minutes.

Installment buying can be a convenience for people who know what they are doing. The situation presented in this film is that of a young couple who consider buying a television on an installment purchase. The viewers learn with the couple the pros and the cons of contract buying. The film is highlighted with a lively musical introduction and ending, and clear, colourful pictures. sh–a

CAF 107

Available from: Marlin Motion Pictures
Cost: Contact publisher

Rosenthal, Lois. Partnering: A Guide to Co-owning Anything from Homes to Home Computers (Book). Cincinnati: Writer's Digest, 1983. 358p.

Co-ownership expands your purchasing power and helps you make better buying decisions. Co-ownership cuts costs on luxury items as well as "necessities" only needed once in a while. This book tells you how to find the "right" sharing partner and how to write up agreements that work. There is an appendix of various agreement forms and an index. a

KF 619 Z9 R67 346.73

Available from: Prentice-Hall Canada
Cost: $6.00 - $12.99

Shopping at Home: Catalog and Mail Order Buying (Kit). New York: Butterick, 1980.

1 filmstrip, 1 cassette, teacher's guide.

The information in this kit helps students to make wise decisions when buying by cataloge or mail order. In the filmstrip, three friends learn that shopping by mail can be convenient, but also risky. A look behind the scenes at a mail order business helps viewers learn to be careful mail order shoppers. The teacher's guide provides learning objectives, teaching suggestions, and comments on the use of the eight study sheets. These sheets cover guarantees, order forms, and complaints. Program pre-and post-tests are supplied. jh-sh

TX 298 S6 659.13

Available from: Butterick
Cost: $31.00 - $50.00

Stiles, Tom. Calculate to Save (Book). New York: Odin Press, 1978. 204p.

The author provides ideas for saving dollars in the areas of finance, electricity, home decorating, and food. There are very clear explanations for calculating percentages, decimals, and using a hand calculator. Unit pricing and metric units are also examined in detail. Two programmed learning sections teach the calculation of percentages and unit pricing. This is a useful book for consumers who are not confident of these specific mathematical skills. sh-a

TX 335 S8 640.73

Available from: Odin Press
Cost: $0 - $5.99

Supermarket Shopping: A Guide to Grocery Store Services (Kit). New York: Butterick, 1980.

1 filmstrip, 1 cassette, teacher's guide.

Members of a home economics class visit a city supermarket and talk with the store manager about the kinds of consumer information and services offered. They learn about floor layout, unit pricing, package labels, generic packaging, UPC. The teacher's guide provides learning objectives, teaching strategies, and discussion questions. Eight study sheets include a cross-word puzzle, survey format, and comparative formats for unit prices and label information. jh-sh

TX 298 S7 640

Available from: Butterick
Cost: $31.00 - $50.00

To Buy or Not to Buy (Kit). New York: Random House, 1975.

1 filmstrip, 1 cassette, wall chart, cards, booklets, teacher's guide.

A variety of materials help students identify several consumer concepts - goods, services, comparison shopping, etc. - and develop a system for spending money. Information relevant to pre-buying, buying and post-buying is presented for large and small purchases and services. Students actively research and decide on these purchases. The teacher's guide outlines use of all materials and suggests related activities. jh-sh

HC 79 C63. T55 640.73

Available from: Random House of Canada
Cost: $200.00

Wise and Responsible Consumership (Film). n.p.: Centron Education Films, 1973.

16mm. colour. 13 minutes 30 seconds.

The narrator slowly and simply outlines various aspects of wise buying. Impulsive buying, bait and switch, label reading and comparison shopping are discussed. A final situation involving the purchase of a mechanical/electrical product illustrates the need to check total costs, guarantees, and the availability of parts before purchasing. The film is up-to-date and applicable to Canadian audiences. Elementary age levels could identify with both the characters and situations portrayed. An excellent leader's guide is provided. ue-jh

CAF 116

Available from: International Telefilm Enterprises
Cost: Contact publisher

B. Food and Nutrition

Advanced Grocery Shopping (Kit). Kildeer, IL: Learning Seed, 1983.

2 filmstrips, 2 cassettes, 2 books, guide.

The information presented in this kit should help the shopper in "reading food labels, juding coupon and refund offers, resisting merchandising gimmicks, and in dealing with store brands and generics." Another objective is to help the student in developing a "philosophy" of grocery shopping. The 300-page book, Cut Your Grocery Bills in Half! (reviewed elsewhere) deals with these issues in much greater detail. sh-a

TX 335 A29 1983 641

Available from: Social Studies School Services
Cost: $75.00

Bingham, Joan, and Riccio, Dolores. Smart Shopper's Guide to Food Buying and Preparation (Book). New York: Charles Scribner's Sons, 1982. 312p.

An interesting chapter in this guide to reducing your food bill is "The Super Shopper". It tells how to avoid impulse buying, how to evaluate "specials" and briefly describes such money-saving devices as seasonal shopping, "store hopping", and couponing. The detailed discussion on nutrition covers the selection of recipes, junk food, and additives as well as the four basic food groups. The description of each food provides information on availability, storage, amount to purchase as well as nutritional content. The section on meat is especially informative and includes tables listing servings per pound, price per pound of kind and cut, and bulk buying. a

TX 356 B47 641

Available from: John Wiley and Sons Canada
Cost: $21.00 - $30.99

Block, Zenas. It's All On the Label: Understanding Food, Additives, and Nutrition (Book). Boston: Little, Brown, 1981. 326p.

The author explains in readable, non-technical language, the types of additives commonly used in food products and preparation. This comprehensive guide to the ingredients and chemical additives contained in processed food covers dairy products, cereals, meat, and baked, frozen & canned foods. Other categories include frozen desserts, candies, drinks, colors, flavor enhancers and preservatives. Catch words such as "organic", "all natural" and "no preservatives" are discussed. Dietary guidelines and American FDA laws are included. Bibliography and index. a

TX 553.A3 B58 664.06

Available from: Hollinger House
Cost: $6.00 - $12.99

Bruno, Janet, and Dakan, Peggy. Cooking in the Classroom (Book). Belmont, CA: Fearon-Pitman, 1974. 61p.

A book of child-tested recipes for use in the classroom and the home. Recipes for nutritious snacks, salads, and some main course dishes are included. For each recipe, utensils and ingredients are listed and then step-by-step instructions are given in print and in quantitatively accurate illustrations. Optional "Questions for the Cook" which reinforce observation, measuring and other skills accompany each recipe. pr-ue

TX 652.5.B83 371.8

Available from: Copp Clark Pitman
Cost: $0 - $5.99

Burns, Marilyn. Good For Me; All About Food in 32 Bites (Book). Boston: Little, Brown, 1978. 127p.

This look at food and what it does is filled with illustrations and humor as well as facts about peanut butter, ice cream, vitamin pills and vegetables. Among the other topics are vegetarianism, malnutrition, obesity, healthy diets, and label reading. A student might enjoy reading Good for Me on his own as well as for school assignments. ue-jh

TX 335 B94 641.1

Available from: Hollinger House
Cost: $6.00 - $12.99

Consumer Guide. Vitamin Book (Book). New York: Simon and Schuster, 1979. 287p.

A comprehensive survey of the research on 13 vitamins of importance to the human body. The nutritional needs of the body and how these can be met are discussed. Well-organized chapters outline the uses, sources, and required quantities of each vitamin and the use of vitamin supplements or megavitamins therapy is investigated. The book concludes with an evaluation of some of the most popular brands of vitamin pills. jh-a

TX 553 V83 641.18

Available from: Simon and Schuster
Cost: $0 - $5.99

Down, Edith, and Pisesky, Sharon. Resource Book to Accompany "What's to Eat?" (Book). Toronto: Copp Clark Pitman, 1980.

1 volume.

The Resource Book accompanies the junior high text, What's to Eat? (TX 364 D79), reviewed elsewhere. tg/jh

TX 364 D791 641

Available from: Copp Clark Pitman
Cost: n.a.

Down, Edith, and Pisesky, Sharon. What's to Eat? (Book). Family Studies Series/Introductory. Toronto: Copp Clark Pitman, 1977. 287p.

Written for junior high school students from every background, the text in this program on foods and nutrition is open-ended and emphasizes values clarification and decision-making skills; the Resource Book (listed elsewhere) expands basic, universal concepts over three levels of difficulty or learning. Five units cover making choices, the marketplace, nutrition, the science as well as the art of cookery, and food "folk ways". A glossary, career directory, bibliography and list of kitchen tools along with a look at consumerism, the family life cycle and eating habits should provide a wealth of information with which to make the best choices when answering the question "What's to eat?". Index. jh

TX 364 D79 641

Available from: Copp Clark Pitman
Cost: $13.00 - $20.99

Doyle, Rodger P., and Redding, James L. Complete Food Handbook (Book). rev. ed. New York: Grove Press, 1979. 397p.

This book gives brief information on common foods. It explains food production, nutritive and additive content, health myths versus realities and offers cooking and storage hints. It is not exceptional but could serve as a secondary reference for nutrition information. The appendices may be more interesting; they briefly describe food colours, food flavours and some allegic reactions. They also list nutrients in 100-calories portions of common foods and name the 100 most heavily advertised brands in the U.S. in 1976. The last section consists of a glossary, reference notes and a further reading list. Index. a

TX 353 D68 1979 641.1

Available from: Random House of Canada
Cost: $0 - $5.99

Fremes, Ruth, and Sabry, Zak. Nutriscore: The Rate-Yourself Plan for Better Nutrition (Book). 2d ed. Toronto: Methuen, 1981. 262p.

Sense and nonsense in nutrition and dieting, the Canadian dietary standard of recommended daily intakes, the NutriScore plan for rating and improving eating habits, and more ... The authors - a home economist/biochemist - provide sensible advice and information on what foods people should eat; the nutritional needs at every age, from fetus to old age are explained as well. A special chapter eliminates confusion in the supermarket, shows how eating out can be nourishing, and what nutritional benefits the drug store may provide. The nutrient content of common foods is given as well as a glossary of chemicals commonly added to processed food. Index. sh-a

TX 335 F74 1981 641.1

Available from: Methuen
Cost: $13.00 - $20.99

Freydberg, Nicholas. Food Additives Book (Book). Toronto: Bantam Books Canada, 1982. 713p.

Over 6,000 food brands - nationally distributed, regional, and supermarket brands, and those in health food stores - in over 100 food product categories are evaluated for additives-of-concern to health. The additives are listed with individual brand names, with bold type indicating concern to all and light type, concern to some. A dictionary of food additives describes each in detail, discusses historical use and current research regarding safety, and provides a brief safety assessment and rating. Appendices provide other information such as substances derived from milk and flour that may contain ingredients that are regarded as additives-of-concern. Comprehensive index. a

TX 553 A3 F73 664.06

Available from: Bantam Books Canada
Cost: $6.00 - $12.99

Harnish, Paul. One Earth: Two Worlds (Kit). Winnipeg: IDEA Centre, n.d.

5 packages.

Five folders: food and corporate structure; food and alternatives; food and population; food and consumption patterns; and food and development contain a pot pourri of fact sheets, article reprints, quotations, readings, charts, exercises and bibliographies. Presents various issues in the food question from a Canadian and world perspective. sh-a

TX 364.02 338.1

Available from: IDEA Centre
Cost: n.a.

Help Yourself: Choices in Food and Nutrition (Book). Encino, CA: Glencoe, 1981. 550p.

Written for high school students, Help Yourself presents basic facts about food and nutrition, cooking techniques, buying food, meal planning, and careers in foods and nutrition. Colour photographs, black and white drawings, charts and tables, various appendices, a glossary and an index provide a lot of supportive material to this already detailed work. sh

TX 355 H45 1981 641

Available from: Collier Macmillan Canada
Cost: $21.00 - $30.99

Klinger, Judith L. Food Inflation Fighter's Handbook (Book). New York: Fawcett Columbine, 1980. 320p.

This attractive book is filled with money-saving suggestions on a variety of foods and meals. You'll find more than meal planning and cooking; besides offering penny-pinching tips for the usual meats, vegetables and fruits, the author includes suggestions for gardening, growing sprouts, cooking pasta and preserving foods. Along with shopping tactics, you'll find information on food budgeting, coupon use, essentials of good cooking, herbal delights, food storage and energy-saving and appliance tips. Recipes and references for further reading are scattered throughout the text. Addresses of resources are included. Index sh-a

TX 335 K687 641.3

Available from: Fawcett Books
Cost: $0 - $5.99

Lansky, Vicki. Taming of the C.A.N.D.Y. Monster (Book). Deephaven, MN: Meadowbrook Press, 1978. 139p.

The author promises to show you "how to get your kids to eat less sugary, salty junk food ... without sacrificing convenience or good taste" thus, taming the C.A.N.D.Y. (Continuously Advertised Nutritional Deficient Yummies) monster. This child-tested cookbook also offers guidance in going to market, cooking milk-free, and microwave cooking. A humourous glossary of kitchen terms, lively drawings, and a food and recipes index complete this realistic and innovative approach to kids and food. a

TX 364 L292 641.5

Available from: Musson
Cost: $0 - $5.99

Le Riche, W. Harding. Chemical Feast (Book). Toronto: Methuen, 1982. 204p.

The author's major point is that the danger of chemicals in food has been overstated. A wide variety of potentially toxic chemicals are naturally present and many food additives are synthetic versions. The same technology that has improved nutrition and the quality of life has not brought with it dramatic new dangers. Lists, tables, bibliographies and some Canadian information support these provocative findings. Index. a

TX 353 L39 363.192

Available from: Methuen
Cost: $6.00 -$12.99

McClenaham, Pat, and Jaqua, Ida. Cool Cooking for Kids: Recipes and Nutrition for Preschoolers (Book). Belmont, CA: Fearon-Pitman, 1976. 170p.

A Guide for teaching cooking and nutrition creatively to preschoolers. The importance of teaching food and nutrition to children is emphasized and basic nutrition information, teaching methods, equipment requirements, recipes, and recipe variations, sources of enrichment materials, a nutrition bibliography, and an index are provided. This is a comprehensive treatment of the subject, presenting a wealth of food preparation and food related activity suggestions. pr

TX 652.5 M13 371.8

Available from: Copp Clark Pitman
Cost: $6.00 -$12.99

Money Management Institute. Your Food Dollar (Book). rev. ed. Money Management Library, Toronto: Household Finance Corporation of Canada, 1982. 32p.

This colourful booklet is part of a series attempting to increase the reader's money management skills by providing information which will help to get the most value from money spent. A variety of topics - from children's spending to automobiles - are covered in this series. jh-a

TX 356 M77 1982 6411.3

Available from: Household Finance Corporation of Canada
Cost: $0 - $5.99

Pim, Linda R. Invisible Additives: Environmental Contaminants in Our Food (Book). Toronto: Doubleday, 1981. 269p.

There are two basic ways in which chemicals not a natural part of food can enter the food we eat. The first, the deliberate addition of substances to improve, enhance or preserve food was discussed in the author's earlier book, Additive Alert. The Invisible Additives addresses the second way, which is by accident. The author describes some of the chemicals used in manufacturing and pest control which move through the environment into the food chain. Large-scale alternatives to chemical use are suggested as are steps that the average consumer can take. The author also weighs risks against the benefits of chemical use, provides a "catalogue" of food risks, and sketches Canadian, American and international food contaminant laws. The appendix briefly reviews issues and regulations regarding occupational exposure to pesticides. There is a glossary, a chapter sources list and a list of sources of further information including organizations and government agencies in this thoroughly researched work. Index sh-a

TX 531 P55 363.1

Available from: Doubleday Canada
Cost: $6.00 -$12.99

Salsburg, Barbara, and Loveless, Cheri. Cut Your Grocery Bills in Half: Supermarket Survival (Book). Washington, DC: Acropolis Books, 1983. 312p.

One can reduce grocery bills dramatically by learning how supermarket design, in-store psychology, ads, packaging and gimmicks entice, and by using this new knowledge to one's own advantage. Such time-honoured money-saving methods as coupons and refunds are challenged and the advantages and disadvantages of house brands and no-names are explained. Marketing trends are described and the final chapters offer planning essentials. Accompanying the text are two questionnaires: concerning shopping practices. Many worksheets and tables describe everything from the impact of impulse buying on one's budget to comparing the cost of peas. Index sh-a

TX 356 S24 1982 641.31

Available from: Acropolis Books
Cost: $6.00 - $12.99

Saskatchewan Consumer and Commercial Affairs. Food - Of Consuming Interest (Kit). Regina: The Department, 1982.

1 volume.

Five sections - "This Business of Food," "Before You Go to the Store," "The Grocery Store Game," "Checking It Twice," and "More Ingredients" - provide a wealth of information to teachers on such topics as Canada's Food Guide, making a list, food labels, additives and salt and sugar, and fast foods. Activities, illustrations, answer keys, a glossary and a bibliography supplement the advice to the consumer. tg/jh-a

TX 335 S18 641

Available from: Saskatchewan Consumer and Commercial Affairs
Cost: limited distribution, contact publisher

Smith, Cathy. Food 101: A Student Guide to Quick and Easy Cooking (Book). Scarborough: McGraw-Hill, 1982. 154p.

This guide to quick and easy cooking "is designed for students since they are notoriously busy, poor, and inexperienced in the kitchen; but anyone who fits that description will find it useful." The recipes are quick and easy to prepare and usually produce 2 to 4 servings; main dishes, snacks, salads and desserts. Essential utensils for the kitchen, shopping for one, recipe utensil lists, and serving ideas are briefly described. Index. jh-sh

TX 715 S64 641.5

Available from: McGraw-Hill Ryerson
Cost: $6.00 - $12.99

C. Housing

Alberta Consumer and Corporate Affairs. Consumer Education and Information. Place to Live - Mobile Homes (Kit). Edmonton: The Department, 1975.

colour slides, cassette.

Presents a brief look at mobile homes giving information on what to look for when buying and the extra costs involved for things such as sites, finishing and financing. Running time is approximately 7 minutes. sh-a

HD 7395 M6.ALI P69 690.87

Available from: Available on loan from Resource Centre
Cost: n.a.

Apartment Hunting (Kit). Kalamazoo, MI: Interpretive Education, 1977.

5 filmstrips, 3 cassettes, teacher's guide.

Students who are leaving school, getting a job, and moving into an apartment for the first time are the intended audience for this presentation. They are taken step-by-step through the process of how to look for an apartment, the paperwork involved, and the responsibilities of independent living. Terms such as security deposit, lease, and character reference are carefully explained. Each filmstrip begins with a brief review of the preceding material. The kit can be utilized for class or individual use. jh-sh

HD 7287.6 A2 640

Available from: Kahl's Incorporated, or Library Sound Services
Cost: $31.00 - $50.00

Ardman, Harvey and Ardman, Perri. Complete Apartment Guide (Book). New York: Collier, 1982. 401p.

Whether an apartment is a rented studio or a multi-bedroom condominium, whether one is single or married with a family, this book will help people to better enjoy their homes. It's a guide to everything one should know about selecting and utilizing living space. Pre-moving and moving tips and advice on adjusting to the surroundings range from how to size up a neighbourhood and what to watch for in a lease to burglar-proofing and decorating. In between there are a wealth of lists. Although the photographs illustrate what seems to be 1950's decorator ideas, this book has lots of practical information that anyone about to begin life in an apartment will find invaluable. Index. sh-a

TX 303 A726 1982 643.2

Available from: Collier Macmillan Canada
Cost: $13.00 - $20.99

Becker, Norman. Complete Book of Home Inspection (Book). New York: McGraw-Hill, 1980. 172p.

The author has written a comprehensive instruction manual covering all aspects of exterior, interior, and electromechanical inspection for houses. Readers can learn how to inspect a home thoroughly by following the step-by-step procedures which are also used by professional home inspectors. The text is fully illustrated with photographs and drawings. Checklists at the end of each chapter provide a summary for that topic. sh-a

TH 4817.5 B43 643

Available from: McGraw-Hill Ryerson
Cost: $6.00 - $12.99

Carson, Alan, and Dunlop, Robert. Inspecting a House: A Guide for Buyers, Owners and Renovators (Book). Toronto: General Publishing, 1982. 268p.

The authors guide the prospective buyer step-by-step through the house and through the evaluation of its physical condition. The first section describes in detail such areas as its exterior, its structure, the heating system and electrical wiring. Each chapter provides a checklist for noting strengths and weaknesses. The shorter section on renovation explains the function of architects and contractors and describes such essentials as planning, budgeting, and contracting. Samples of contracts and costs breakdown supplement this section. Glossary and Index. a

TH 4817.5 C37 643

Available from: General Publishing
Cost: $6.00 - $12.99

Coltman, Michael M. Resort Condos and Timesharing: Buyer Beware! (Book). Self-Counsel Series. North Vancouver: International Self-Counsel Press, 1981. 119p.

The concepts involved in sharing the ownership of property are clearly explained and alert consumers to potential problems in timesharing contracts. Sample contracts demonstrate the problems to be aware of before signing any agreement to purchase. A list of timeshare resorts in North America is given in the Appendix. a

K 740 C64 346.04

Available from: International Self-Counsel Press
Cost: $0 - $5.99

Coughlan, William, and Franke, Monte. Complete Guide to Buying and Owning Your Own Apartment (Book). Boston: Beacon Press, 1983. 249p.

Co-ops may be the creative answer to the "housing crisis" of high prices and high financial costs. This guide shows how to do it. It begins by reviewing the basics of a housing co-op and by describing the types of co-ops and the types of people who join them. Several pages provide enough information upon which to base a decision on whether or not to purchase. The majority of the book offers guidelines for actually starting a housing co-operative; chapters cover legal matters, financing, rehabilitation, house policies and bookkeeping. There is a lot of information here for anyone who wants to own a home but cannot afford the price for a single-family home or cannot qualify for a mortgage, wants democratic decision-making regarding house policies, and has the cooperative attitude essential to shared living. a

HD 7287.7 A3 C68 643.2

Available from: Fitzhenry and Whiteside
Cost: $6.00 - $12.99 paperback

Davis, Joseph C. Buying Your House: A Complete Guide to Inspection and Evaluation (Book). Buchanan, NY: Emerson Books, 1975. 252p.

The prospective home buyer is offered recommendations and home-buying hints in order to make knowledgeable evaluations of houses. Basic construction and inspection techniques are given to assist consumers in avoiding purchasing mistakes. Chapters deal with exterior and interior construction and finish, heating and mechanical equipment, energy saving, and home insurance policies. This is a good general introduction to all aspects of home buying. a

TH 4817.5 D2 643

Available from: Emerson Books
Cost: $6.00 - $12.99

Finding a Place to Live (Kit). New York: Maclean-Hunter Learning Resources, 1981.

1 filmstrip, 1 cassette, teacher's guide.

Finding a Place to Live is designed to point out the various choices possible and the considerations necessary in the selection of a home. Alternatives in housing, the determining factors in one's choices of housing such as people's desires, needs, and lifestyles, and the importance of seeking expert advice before making housing choices are illustrated in the filmstrip. The instructor's guide provides suggestions for opening and closing the program, a glossary, discussion questions and activity sheets which can be reproduced. A filmstrip script, activity sheet answers, and a list of resource materials complete the guide. tg/sh

TX 957 F492 640

Available from: Library Sound Services
Cost: $31.00 - $50

Homes We Live In (Kit). Chicago: Society for Visual Education, 1972.

6 filmstrips, 6 cassettes, scripts.

Through discussion about both houses and apartments, young students are given an opportunity to think about their own reactions if a family move comes about. Also, information on the construction of buildings and of a community is valuable in showing construction processes from beginning to end. Difficult terms are defined and visualized to emphasize their meaning. pr-ue

HD 7287.H75 301.36

Available from: Moyer Vico
Cost: $75.00

Househunt, A Simulation Game (Kit). St. Paul: EMC Corporation, 1982.

Forms, game cards, teacher's guide.

The game's educational objectives are to "introduce significant factors that commonly influence selection of housing and to introduce the decision-making process involved in the selection". The Househunter's objective is to obtain housing that meets his needs at an affordable price. The Real Estate Broker must earn commissions by selling or renting property while the Banker must make wise loans to the Househunter. The game is quite involve and requires some time to play. sh

HD 7287.6 H79 643

Available from: Changing Times Education Services
Cost: $13.00 - $20.99

Hughes, Alan. Home of Your Own for the Least Cash: The Home Buyer's Guide for Today (Book). Washington, DC: Acropolis Books, 1982. 304p.

This American home buyer's guide describes what to buy - from traditional homes and prefabs to co-operatives, earth homes and geodesic domes - how to buy it and how to pay for it. Glossaries of house construction, real estate and mortgage financing terminology and an index complete the text. a

HD 1379 H84 643.12

Available from: Acropolis Books
Cost: $0 - $5.99

Irwin, Robert. Timesharing Properties: What Every Buyer Must Know (Book). New York: McGraw-Hill, 1983. 203p.

Do the many advantages to purchasing shares of time in a property outweigh the numerous risks? The author looks at the pros and cons of timesharing and examines every other aspect of the subject. He shows the prospective buyer how to determine whether a timeshare is suitable to one's vacation preferences and financial situation. He describes the American situation, but even such chapters as "Protect Yourself When Buying a Timeshare" can be generally applied to the Canadian one. The book includes a buyer checklist of areas to watch for and consumer concerns that one should be aware of. The Introduction describes "The Sales Pitch"; The Conclusion is filled with tables illustrating consumer satisfaction with timeshare purchases. Index. a

HD 7287.65 I78 1983 333.3234

Available from: McGraw-Hill Ryerson
Cost: $21.00 - $30.99

Kiev, Phyllis Eve. Woman's Guide to Buying Houses, Co-ops and Condominiums (Book). New York: Ballantine Books, 1981. 321p.

This book examines every aspect of house buying. Chapters cover housing evaluation, how to get a good deal, mortgages and other types of financing. Information is also provided on how to find and buy inexpensive properties for investment and speculation. There are glossaries of credit and real estate terms and styling and construction terms. Appendices and include a house evaluation worksheet and rental property checklist. Even though some American real estate, housing and credit laws are not applicable here, this is a useful guidebook on housing. a

HD 1379 K549 643.12

Available from: Random House of Canada
Cost: $6.00 - $12.99

King, Elaine. Housing: Decision-Making; Transparencies and Masters (Kit). St. Louis: Milliken, 1980.

12 transparencies, 16 masters, teacher's guide.

The information and activities are designed to acquaint students with the considerations to be made when choosing a house. Concepts presented are financial/legal aspects, construction, insulation, and heating, cooling, electrical, and plumbing systems. A detailed checklist suggests areas to look at in a house. Review is provided by a crossword puzzle. This material would supplement any program about housing. tg/jh-sh

HD 7287 K58 643

Available from: Education Supplies
Cost: $6.00 - $12.99

Kowalchuk, Ladimer. Complete Guide to Contracting Your New Home (Book). Ituna, SK: Ladimer Publications, 1982. 94p.

Written as a complete guide for the inexperienced home builder, this management book guides you through every step and shows you how to determine the cost of your home prior to construction, arrange for financing, deal with material suppliers, decide the amount of work to do yourself, and deal with subtrades. The latter half of the book is meant to be the builder's note book; this section has several blank pages for notes, a master material and labour cost estimate chart, and 26 charts for specific costs estimates for such items as blue prints, interior painting, and site clean-up. The prospective builder will find this book easy-to-use and informative. a

HD 2381 K89 643.7

Available from: Ladimer Publications
Cost: $6.00 - $12.99

Lee, Stephen James. Buyer's Handbook for Co-operatives and Condominiums (Book). 2d ed. New York: Van Nostrand, 1982. 337p.

This guide tells the layman how to use brokers, compare lenders, read legal documents, inspect the property, and negotiate the purchase. Sample documents, worksheets, a glossary, and other special information complete the handbook. Five worksheets help the reader answer questions regarding renting versus buying, calculating monthly costs and settlement costs, inspection, and the consumers' housing desires and needs. Although caution is needed when using sample American documents they provide illustrative material supporting the decision-making and buying process. a

HD 7287.65 L43 643.2

Available from: Van Nostrand Reinhold
Cost: $21.00 - $30.99

Lewis, Yolanta. Buying and Selling a Home (Book). 4th ed. Toronto: Community Legal Education Ontario, 1979. 45p.

The objective of this booklet is to provide a general outline of the legal and financial aspects of buying and selling a home. This includes discussions on the parties involved in a real estate transaction, mortgages, and ongoing expenses. One chapter is devoted to an explanation of condominiums and their special ownership problems. In addition, there are brief notes on legislation that may affect the home purchaser. Some specific details are relevant to Ontario residents only, but the general principles are applicable to all Canadians. a

HD 7287 L4 346.043

Available from: Community Legal Education Ontario
Cost: $0 - $5.99

Ludy, Andrew. Condominium Ownership; A Buyer's Guide (Book). Landing, NJ: Landing Press, 1982. 128p.

A short but practical guide to the pros and cons of condominium and cooperative home ownership, this one is also an introduction to them as viable alternatives to the single family home. Financing and legal documents are covered as well as timesharing and home rules for a condo. Glossary and index. a

HD 7287 L9 643.2

Available from: Landing Press
Cost: $6.00 - $12.99

McNeill, Joseph G. Homeowner's Guide to Buying, Evaluating and Maintaining Your Home (Book). New York: Van Nostrand, 1979. 324p.

This guide provides an overview on buying a house plus a checklist for locating and inspecting the house. How to evaluate and maintain the home's systems are given detailed consideration. All chapters present technical details, problems, inspection routines, and a summary of maintenance suggestions. a

TH 4817.5 M25 643

Available from: Van Nostrand Reinhold
Cost: $13.00 - $20.99

Meeks, Carol B. Mobile Homes: What You Need to Know Before You Buy (Book). New York State ed. New York: Cooperative Extension Services, n.d. 36p.

This pamphlet briefly describes all aspects of mobile homes from budgeting housing costs to selecting a site. The information presented in the appendices and tables apply to the American situation but the three worksheets should prove interesting to Canadians, as they provide a method of determining how much one can afford to spend each month on housing, compare mobile home financing institutions, and assess the quality of individual mobile homes. a

HD 7395 M6 690

Available from: Cornell University
Cost: $0 - $5.99

Oddy, Russell. For Sale by Owner (Book). rev. ed. Self-Counsel Series. Vancouver: International Self-Counsel Press, 1984. 89p.

The purpose of this book is to explain in simple lay terms what and what not to do in order to succeed in selling your own home. Readers are taken step-by-step through the preparations for sale, advertising, types of agreements to make, and how to close the sale. One chapter discusses selling a condominium. Sample contracts and a mortgage repayment schedule are included. a

HD 1379 O32 346.043

Available from: International Self-Counsel Press
Cost: $0 - $5.99

O'Neill, Richard W. Homeowner's Guide for the 80's (Book). New York: Grosset and Dunlop, 1980. 287p.

The author has provided a complete guide to the steps involved in finding and buying the right home. There are four sections: procedures for choosing a house, financial arrangements, legal aspects and terminology and physical and political considerations after buying. Worksheets and checklists for each section supply a quick review of the important points to remember. Some American laws and examples are not relevant here. a

TH 4817 O2 643

Available from: Beaverbooks
Cost: $13.00 - $20.99

Stewart, George C. Real Estate Buying/Selling Guide for Alberta (Book). 3d ed. Self-Counsel Series. Vancouver: International Self-Counsel Press, 1981. 164p.

The practical problems involved in real estate transactions are emphasized. Discussion is included on topics such as contracts, encumbrances, government loans and grants, sale and purchase of all types of housing (including condominiums), and a typical property transaction. Sample forms for a residential real estate deal have been used as examples of legal forms. sh-a

HD 1379.ST4 346.04

Available from: International Self-Counsel Press
Cost: $0 - $5.99

Trowbridge, Keith W. Resort Timesharing: How You Can Invest in Inflation-Proof Vacations for Life (Book). New York: Simon and Schuster, 1981. 192p.

From descriptions of the different forms of timesharing and tips on how to buy a resort timeshare, to information on worldwide exchange networks, tips on buying in a foreign country, and advice on management, maintenance, resales and rentals, there is plenty of material here to facilitate decisions. A glossary, bibliography and a typical resort maintenance budget are also included. This book is written to explain an innovative approach to beating the vacation-inflation syndrome. If used with caution, the book may be useful as supplemental reading on money management or house buying. a

HD 7297.67 U5 T76 333.3

Available from: Musson
Cost: $13.00 - $20.99

Vendor, A. How to Sell Your Own Home: Plus Expert Advice on How to Buy (Book). Edmonton: Hurtig Publishers, 1982. 128p.

An anonymous real estate agent reveals trade secrets and offers easy-to-follow action guides to the homeowner who wants to sell his home and save the realtor's commission. This step-by-step guide is very easy to use: the explanations and advice are easily understood and the action guides are methodical and realistic. A short section offers tips on buying a home and includes a list of provincial government offices. A third section contains advice from a lawyer, a mortgage broker and a builder, among others. Glossary. a

HD 1379 V46 333.33

Available from: Hurtig Publishers
Cost: $6.00 - $12.99

Watkins, A.M. How to Avoid the 10 Biggest Home-Buying Traps (Book). rev. ed. New York: E.P. Dutton, 1977. 180p.

The author of several books and articles offers suggestions for examining old as well as new houses, judging construction quality and negotiating a fair price. His list of the most common mistakes homebuyers make are ten recurring traps; the high-priced house, unforeseen expenses, the tight mortgage bind, the vanishing builder, the no-design house, the garbled floor plan, the old house "lemon", the marginal house, the discomfort house, and selling "gimmicks." These intriguing labels are explained in ten separate chapters. Includes a buying checklist and an index. a

TH 4817.5 W37 1977 643

Available from: Beaverbooks
Cost: $6.00 - $12.99

Williamson, Cynthia. Condominiums Everywhere: How to Buy, Sell and Own a Condominium (Book). Santa Monica, CA: Delphi, 1980. 126p.

This small but practical book introduces the potential buyer to many aspects of American condominium ownership. Owner's fees, construction, financing, the condominium market and condominiums as investments - including resort time-sharing and exchanging - are explained in a straight-forward manner. The author is a licensed Oregon real estate associate and her experience shows in her presentation of the finer points. Such details include a sample list of rules for common facilities, a chart of the condominium government structure, and a sample operating budget. Glossary and index. a

KE 240 W36 346.43

Available from: Beaverbooks
Cost: $6.00 - $12.99

Williamson, Cynthia. For Sale by Owner Guide (Book). Santa Monica, CA: Delphi, 1980. 103p.

Promising to show the seller "how to save thousands of dollars in commissions" the author gives instructions for selling property in a tight money market and outlines the pitfalls of selling property. Contents include information on financing, pricing to sell, tax effects, marketing, the qualifying process, and writing the purchase agreement. Checklists, charts and sample forms provide the reader with a lot of material with which to handle his or her own real estate transactions. The author is a licensed real estate associate in the United States and the American material should be used with caution. Glossary and index. a

HD 1379 W34 346.043

Available from: Beaverbooks
Cost: $6.00 - $12.99

D. Automobilies

Colby, Curtis. Wheels and Deals: Buying Cars and Motorcycles (Kit). Wilton, CT: Current Affairs, 1973.

1 filmstrip, 2 cassettes.

Designed to encourage students to examine the pros and cons of buying "wheels", not only the social pressures and resulting values involved, but also price and quality. The teaching guide suggests discussion questions for before and after viewing. jh-sh

TL 162 C27 629.2222

Available from: Current Affairs
Cost: $31.00 - $50.00

Complete Car Care Manual (Book). Montreal: Reader's Digest Association, 1981. 480p.

Aided by many tables and detailed, coloured diagrams, the text is designed to instruct the consumer in the automobile repair and maintenance tasks he may feel qualified to perform. The manual covers the most typical car and includes a chapter describing the major components of popular American and foreign cars. There are brief chapters on buying a new or used car, buying insurance, choosing a mechanic and repair facility, explaining problems to a mechanic, and on complaining effectively. An English-French driving glossary supplements the technical one and includes a note on traffic signs. Index. sh-a

TL 152 C65 629.28

Available from: Reader's Digest Association (Canada)
Cost: $21.00 - $30.99

Cunningham, Chet. 222 Ways to Save Gas and Get the Best Possible Mileage (Book). Englewood Cliffs, NJ: Prentice-Hall, 1981. unpaged.

Another miles-per-gallon efficiency how-to book, 222 Ways is essentially a list of suggestions. The 222 tips are gathered together into six topics: driving, buying a car, tire tips, gadgets, service and maintenance, and "other little hints". Very basic drawings are helpful but they are few. The book's straight-forward style and the practicality of the tips suggest it as supplemental material for a variety of car and/or energy presentations. sh-a

TL 151.6 C86 629.2

Available from: Prentice-Hall Canada
Cost: $0 - $5.99

Edmonston, Phil. Lemon-Aid: New Car Guide (Book). latest ed. Toronto: Musson, annual. 235p.

Provides much valuable information about specific makes and models of cars including their strong and weak points. New cars and their dealers, legal considerations, effective complaining and unfair dealer practices are dealt with. Included also is an extensive rating of different used car models. sh-a

TL 162 E46 1984 629.2222

Available from: Musson
Cost: $6.00 -$12.99

Fendell, Bob. How to Make Your Car Last a Lifetime (Book). New York: Holt, Rinehart, 1981. 189p.

This book offers suggestions on how to achieve better car mileage and durability. The repair and upkeep of various aspects of the interior and exterior are discussed, with tires, steering, and auto sound being specifically covered. There is a simple guide with illustrations on how your car works. Tables show on calculated scales how much is paid for gas and financing over time. sh-a

TL 152 F38 629.28

Available from: Holt, Rinehart, & Winston
Cost: $6.00 - $12.99

Getting a Better Buy in a Used Car (Film). Toronto: International Tele-Film, 1977.

16mm. colour. 18 minutes.

The experiences of two teenage boys in purchasing their first used cars are realistically portrayed. One of the boys knows how to evaluate an automobile. He thoroughly examines and test drives his car. The other boy however, is more concerned with owning a flashy, high-performance car, and allows an unscrupulous dealer to sell him an unreliable car in need of repairs. He eventually returns it to the dealer at a loss. The film graphically illustrates in point-by-point style, the value of wise automobile purchasing. Lively presentation, realistic role playing, currency, and relevancy make the film a valuable teaching tool for youthful audiences. jh-a

CAF 145

Available from: International Tele-Film Enterprises
Cost: Contact publisher

Hill, Paul G. Looking at the Driver's Seat (Book). Agincourt, ON: Gage, 1981. 52p.

This module is designed to help students learn about four types of transportation choices: the bicycle, the moped, the motorcycle and the car. Self-tests, factual information, and essay topics help the students consider his or her own values and needs. A glossary and ten major assignments at the end of the book provide fuller understanding of the personal transportation choices students may be making now or in the future. jh-sh

TL 145 H54 629.2

Available from: Gage
Cost: $0 - $5.99

Joseph, James. Car Keeper's Guide (Book). Don Mills: Contemporary Books, 1982. 148p.

Not for the repair-it-yourself, but for the car owner who would rather let someone else do the work. The author explains why car maintenance makes dollars and sense, helps the owner make the keep it/trade it decision, and outlines carkeeping strategies. He provides specific information on such topics as the costs of rebuilding, and lists "year-longer" strategies for various parts of the car. The chapter on customizing and the section on motor oil codes are brief but informative. Photographs, drawings, a glossary and an index supplement the text. a

TL 152 J67 629.28

Available from: Beaverbooks
Cost: $13.00 - $20.99

Levering, Robert. Beating the Used Car Hustle (Book). San Francisco: Chronicle Books, 1980. 153p.

The author gives a personal account of his experiences with used car dealers. There are also chapters on alternatives to car ownership, financial arrangements, and other places to buy used cars. A checklist shows what factors to consider when evaluating cars. Caring for your car, common repair rip-offs, and tips on re-selling are included in the last two chapters. jh-a

HD 9710 U52. L48 629.22

Available from: Gage
Cost: $6.00 - $12.99

Money Management Institute. Wheels, Deals, and You (Kit). Chicago: Money Management Institute, 1978.

1 filmstrip, 1 cassette, spirit master.

This kit introduces young people to the basic steps involved in buying and owning a car. Transportation choices and costs, types of cars, shopping for new and used cars, financing a car, buying insurance, and managing operating costs are discussed. Cartoon drawings illustrate dialogue between a car expert and young people interested in owning cars. The teacher's guide outlines objectives, concepts, and additional activities. jh-sh

TL 162. W56 629.2222

Available from: Household Finance Corporation of Canada
Cost: $0 - $5.99

Ross, James R. How to Buy a Car: A Former Car Salesman Tells All (Book). New York: St. Martin's Press, 1980. 145p.

This book was written to take the consumer inside dealership thinking in order to make the best choice of car and dealer. Other chapters cover when to shop, trading or selling, buying used cars, and financing. Discussions about handling salesman and negotiations provide useful information for the would-be car buyer. sh-a

TL 162 R67 629.2222

Available from: Nelson Canada
Cost: $6.00 - $12.99

Ross, James R. How to Get 50,000 More Miles Out of Your Car (Book). New York: St. Martin's Press, 1982. 255p.

Miracle products, Scotchguard, idiot lights, and blackgold. Warranties, mechanics, and "free" safety checks. All this and more to help you handle lemons or give Tender Loving Care to faithful ole Bessy. Although oriented towards the consumer, various lists, charts, and topic discussions make this book useful as supplemental material to a variety of workshop topics. Lists indicating level of expertise needed for particular work, yearly checklists, cost comparisons of proper maintenance versus major repairs and the coverage of such points as the prevention of the spread of rust, driving to add life to the car, and safety recalls provide the reader with a wealth of information. Index. a

TL 152 R658 629.28

Available from: Van Nostrand Reinhold
Cost: $6.00 - $12.99

Sikorsky, Robert. Drive it Forever; Your Key to Long Automobile Life (Book). New York: McGraw-Hill, 1983. 167p.

From driving and parking techniques to oils, options and add-ons, this book offers hundreds of tips on preserving and protecting your car. Index. sh-a

TL 152 S523 1983 629.28

Available from: McGraw-Hill Ryerson
Cost: $6.00 - $12.99

Sutton, Remar. Don't Get Taken Every Time: The Insider's Guide to Buying Your Next Car (Book). New York: Viking Press, 1982. 381p.

The author and his "hero", ace car salesman Killer Monsoon, th King of Con, give the reader an insider's look at the retail car business as well as practical information on purchasing a car. Killer's adventures lead the reader through the buying process and imaginatively illustrate the pitfalls the consumer should avoid. The glossary, appendices and, more importantly, the author's comments interpersed throughout the story line, give the buyer practical step-by-step information he needs. Interesting as supplemental reading. a

TL 162 S96 629.2222

Available from: Penguin Books
Cost: $13.00 - $20.99

Tommy's First Car (Film). Mississauga, ON: Marlin Motion Pictures, 1972.

16mm. colour. 11 minutes.

Rambling background music, flashes of a car junk pile, and other scenes introduce this film about cars. Statistics about car buying highlight these flashes and catch one's interest. U.S. statistics and scenes are also relevant to the Canadian viewer. Tommy, a teenager about to buy his first car, learns to evaluate a car's condition. A mechanic also checks the car for immediate repairs and probable life. Tommy and the viewer, armed with the facts, costs, and understanding, are ready to make intelligent decisions about used car buying. A brief study guide is included. sh-a

CAF 111

Available from: Marlin Motion Pictures
Cost: Contact publisher

Used Car Dealers - See How They Operate (Kit). Washington, DC: Changing Times, 1972.

Transparencies, student booklets.

This one lesson kit presents factual information on the intricacies of buying a used car - types of used cars, lots, and dealers. Review questions and suggested activities stress reading and discussion skills as well as consumer skills. sh

HD 9710.US2 629.2222

Available from: Marvin Melnyk
Cost: $13.00 - $20.99

E. Professional Services

Alland, Guy, and Hemingway, Patricia Drake. Auto Repair Primer (Book). Boston: Little, Brown, 1978. 196p.

A chatty manual on do-it-yourself auto repair first explains, aided by diagrams, the systems which make up the automobile, then discusses maintenance. Several how-to recipes for such tasks as changing engine oil and checking brake fluid are given. A trouble shooting chart lists condition, possible causes, how-to-check, and remedy. Indexed. sh-a

TL 152. A274 629.288

Available from: Little, Brown
Cost: $6.00 - $12.99

Chilton's Guide to Consumers' Auto Repairs and Prices: How to Save Money on Auto Repairs and Accessories (Book). Radnor, PA: Chilton, 1980. 296p.

Comprehensive information and advice is provided on all the aspects involved in repairing a car. The "Chilton Time" guide to time estimates for common repairs has been included plus estimated prices for parts most often needed. There are also chapters on buying a new or used car and financing considerations. This is an American book so prices must be adjusted accordingly. sh-a

TL 152 C434 629.288

Available from: Nelson Canada
Cost: $6.00 - $12.99

Consumer Reports. Medicine Show (Book). rev. ed. New York: Pantheon, 1980. 384p.

The purpose of this book is to help consumers become informed so they can make better choices in the areas of health and medicine. Working their way through such ills as coughs, indigestion, hemorrhoids, dandruff and insomnia, the authors give a detailed account of available medications and their effectiveness. They also advise the reader on how to buy prescription and non-prescription drugs, how to choose a family doctor and the characteristics of a good hospital. sh-a

RC 81 M496 615

Available from: Random House of Canada
Cost: $6.00 - $12.99

Knott, Leonard. Before You Die: A Thoughtful and Practical Guide to Planning for Death (Book). Toronto: Personal Library, 1982. 128p.

Many of the subjects that must form a part of any practical "plan for dying" are discussed; among them are survivors' instructions, funerals, anatomical donations, and wills and estates. This easy to read book covers a lot of material; issues such as euthanasia, living wills, cryonics and hospice care are discussed as are the more "everyday" aspects of death and dying such as gravestones, memorials, obituaries and donations. An appendix of special forms for personal records, living wills, anatomical donations, and a bibliography provide more information. a

GT 3150 K66 393

Available from: John Wiley and Sons Canada
Cost: $6.00 - $12.99

McClintock, Mike. Getting Your Money's Worth From Home Contractors (Book). New York: Harmony Books, 1982. 179p.

The consumer's primer contains fundamental guidelines for five important operations that apply to every contractor: shopping for services, soliciting and evaluating estimates, checking professional qualifications and recognizing substandard practices, evaluating informal agreements and formal contracts, and mediating grievances. Twenty-two types of home contractors are specifically described in relation to services, qualifications and standards. This book provides answers to questions before the job begins — before hiring the roofer, locksmith, or electrician. Although the information is American, the author offers practical advice applicable to Canadian homeowners who want to maintain, repair or improve their homes. a

TH 4817 M37 643.7

Available from: General Publishing
Cost: $6.00 - $12.99

McClintock, Mike. Getting Your Money's Worth From Home and Real Estate Professionals (Book). New York: Harmony Book, 1983. 164p.

Find out about the qualifications, standards of practice, and other specifics for such professionals as appraisers, tax assessors, real estate agents, interior designers and decorators, architects, movers, surveyors, inspectors, bankers, and more ... Section one covers the fundamentals applicable to each of these professionals: shopping for services, checking qualifications, interviews, evaluating estimates, and solving grievances. The second section specifically describes each profession in relation to services, qualifications, standards, quality of work, and disputes. Professional associations, resources and (U.S.) regulations are included, as is an appendix of Consumer Information Sources. Advice is practical and applicable to any Canadian who wants to "get the job done right the first time around." a

HD 1382 M36 333.338

Available from: General Publishing
Cost: $6.00 - $12.99

Morgan, Ernest. Manual of Death Education and Simple Burial (Book). 9th ed. Burnsville, NC: Celo Press, 1980. 64p

Although this pamphlet can only provide brief information, its scope is comprehensive. The author very briefly describes some of the emotional and philosophical problems relating to death, explains how to obtain simplicity and dignity in funeral arrangements and describes "how the dead can help the living" through body, organ and tissue donation. It offers advice on many controversial or challenging topics such as cryogenic interment and interpreting death to a child. Index. a

GT 3150 M11 1980 393

Available from: Celo Press
Cost: $0 - $5.99

F. Other

Alberta Consumer and Corporate Affairs. Consumer Education and Information. Buying Toys (Kit). Edmonton: The Department, 1981.

1 videocassette, slides, transparencies, duplicating masters, teacher's guide.

Buying Toys is an information package from which an instructor can organize a presentation in a number of ways for a variety of audiences. The concept of "play value" is central to the discussion of child development, principles of toy buying, and hazardous toys. The instructor will pick and choose from a library of slides to suit the needs of the audiences and the presentation. The videocassette, Consumer Toy Testing, is reviewed elsewhere. tg/sh-a

TS 2301. T7 A7 688.7

Available from: Available on loan from Resource Centre
Cost: n.a.

Beard, James, et al. Cook's Catalogue (Book). New York: Harper & Row, 1975. 565p.

The world's leading food authorities select "the best, the necessary, and the special" in kitchen equipment and utensils. Although many items include brand names, practical criteria is also provided to help one make wise choices from what is locally available. As well as thousands of evaluations, there are hundreds of photographs and illustrations, cooking folklore, an annotated bibliography, and a directory of manufacturers or suppliers for every item. a

TX 645 B3 643

Available from: Fitzhenry and Whiteside
Cost: $21.00 - $30.99

Brecher, Edward M. Licit and Illicit Drugs (Book). Toronto: Little, Brown, 1972. 540p.

Describes the pharmacological effects of drugs on the mind and body and recommends measures for curbing misuse. It considers licit drugs, caffeine, nicotine and alcohol; the history of drugs and their effects on users; as well as the history of drug laws, policies and attitudes. It is firmly based on published scientific literature as well as practical experiences such as interviews, visits and conferences. Contains information from the Canadian Le Dain Commission Report. sh-a

HD 9665.7 B74 615

Available from: Little, Brown
Cost: $13.00 - $20.99

Clothing, A Basic Need (Kit). Chicago: Encyclopedia Britannica, 1981.

4 filmstrips, 4 cassettes, teacher's guide.

The series' objectives are to make students aware "of the role of family and community in satisfying this basic need." Intended for primary and special education students this Britannica Basic Needs Program includes topics on why we need clothing, making cloth, making clothes and describes clothing around the world. Content descriptions, scripts, and vocabulary are included as are discussion topics and activity suggestions. pr-ue

TX 356 C68 646

Available from: Visual Education Centre
Cost: $125.00

Consumer Guide. Prescription Drug Money Saver (Book). New York: Fawcett Books, 1980. 127p.

The editors suggest that consumers can cope with rising drug costs by learning about the composition of drugs and their generic names. This comprehensive guide to prescription medication discusses over one hundred drugs. A drug profile for each item supplies its different names, possible side effects, warnings, and comments. An extensive glossary explains terms related to drug use. sh-a

RM 300 P3 615

Available from: Fawcett
Cost: $0 - $5.99

Graedon, Joe. People's Pharmacy - 2 (Book). New York: Avon, 1980. 468p.

Poor communications between doctor and patient plus misleading advertising have led the author to publish this consumer guidebook to drugs. Topics include home remedies, vitamins, and arthritis. Drugs and the brain, children and older people are also discussed. Tables of specific facts and a detailed index help the reader to find required information quickly. sh-a

RM 122.5 G7 1980 615

Available from: Avon Books of Canada
Cost: $0 - $5.99

Kaban, Barbara. Choosing Toys for Children: From Birth to Five (Book). New York: Schocken Books, 1979. 176p.

This excellent guide answers the question of what is a good toy. There is a beginning general chapter on guidelines for selecting toys followed by chapters organized according to age levels from birth to age five. Each of these chapters begins with a brief description of skills and interests of that age. Other chapters discuss display and storage, television, homemade toys, and toys to take when travelling. Indexed. jh-a

GV 1218.5 K32 688.7

Available from: Book Centre
Cost: $6.00 - $12.99

Kramer, Anne, and Berk, Ruth. Buyer's Guide to Children's Toys and Games (Book). Babylon, NY: Pilot Books, 1983. 38p.

Reviews describe toys and games for children that are "safe, durable, educational, good value and have continuity of interest." Reviews are based on such considerations as flexibility of use and cost in relation to other factors. Photographs accompany lists of toys and games for 3 to 4 year olds and for 5 to 8 year olds. a

TS 2301. T7 K68 688.72

Available from: Pilot Books
Cost: $0 - $5.99

Safe Toy Environments (Kit). New York: J.C. Penney, 1975.

1 filmstrip, 1 cassette, script.

An introduction to toys in a child's environment, the importance of toys in child development is explained. Safety guidelines for choosing different types of toys are given. Presentation consists of colourful photographs of children at play and monologue narration. jh-a

HD 9999.T68.Sal 649.55

Available from: J.C. Penney
Cost: $6.00 - $12.99

Toy Report: A Buyer's Guide to Toys (Book). Ottawa: Canadian Toy Testing Council, annual.

This guide presents an analysis of hundreds of toys tested by Canadian children in conjunction with the Canadian Toy Testing Council - a group of concerned parents and consumers. Listings show manufacture, toy name, model number, age range, price range, and comments. Treatment is according to type of toy - electronic games, plush toys, infant toys, science kits. Each type is divided into recommended, not recommended, and discontinued lists, with highly recommended toys indicated by bold print. Each toy's rating is based on 6 factors: design, function, safety, durability, packaging, and play value. All ages have been covered. The Toy Report lists suppliers as well as an index of toy names. New for the 1984 edition are 25 pages listing toys for the disabled child. Commercial and home-made toys which enrich playtime and help a child acquire new skills are suggested for the child with cerebral palsy, for the mentally disabled, the developmentally delayed, the sight impaired, hearing impaired, and for developing motor skills. a

TS 2301 T7 G591 688.7

Available from: Canadian Toy Testing Council
Cost: $0 - $5.99

Wigder, H. Neil. Wigder's Guide to Over-the-Counter Drugs (Book). Los Angeles: J.P. Tarcher, 1979. 224p.

This well-organized guide is a professional evaluation of popular brands of non-prescription medications. Each chapter analyzes a particular group of products as to active ingredients, effectiveness, cost, and safety, and concludes with a comparison chart for easy reference to the drugs in that chapter. Common questions regarding minor ailments are answered and specific recommendations for self-treatment are given. This is an extremely useful book designed to help consumers choose wisely in the drugstore. jh-a

RM 300 W63 615

Available from: Nelson Canada
Cost: $6.00 - $12.99

Wolfe, Sidney M., et al. Pills That Don't Work (Book). New York: Farrar, Strauss Giroux, 1981. 223p.

This guide evaluates 607 popular brands of prescription medications which lack evidence of effectiveness in treatment. Individual entries describe the drug's brand name and manufacturer, its use, dosage form, administration and ingredients. The entries include the diseases or diagnoses for which these drugs are most often promoted or prescribed and gives a warning on side effects or dangers. Although all drugs have side effects, if they are also ineffective, the risks outweigh any benefits; therefore, the authors strongly recommend against using them. A chapter on the treatment of common diseases or ailments such as the common cold is also very informative. An index and glossary are included in this easy-to-use guide to safe drug use. sh-a

RM 301 W64 615.7

Available from: McGraw-Hill Ryerson
Cost: $6.00 - $12.99

V. RIGHTS, RESPONSIBILITIES AND REDRESS

A. Consumer Protection

i. Consumer Laws and Assistance

Aaker, David A., and Day, George S. Consumerism: Search for the Consumer Interest (Book). 4th ed. New York: Free Press, 1982. 500p.

At the core of consumerism remain the four rights set forth by President Kennedy: the right to safety, to be informed, to choose, and to be heard. The list has been expanded to include the right to recourse and redress, and the right to a physical environment that will enhance the quality of life. These and other issues are represented in 41 essays. Four new sections are included in this edition: government regulation, advertising aimed at children, consumer information systems, and demarketing or reducing consumption. Each topic is followed by discussion questions and topics are organized according to the steps of the purchase process. The use of this book may be limited by its American orientation although some interesting Canadian information is included. Index. sh-a

HC 110 C63 A6 1982 381.3

Available from: Collier Macmillan Canada
Cost: $13.00 - $20.99

Alberta Consumer and Corporate Affairs, Consumer Education and Information. Landlords and Tenants: Rights and Responsibilities (Kit). Edmonton: The Department, 1981.

1 videocassette. colour. 12 minutes. 1/2 in. and 3/4 in. teacher's guide.

A detailed explanation of The Landlord and Tenant Act in Alberta is provided. The necessity for an accommodation inspection report is emphasized and illustrated. The types and contents of a residential tenancy agreement are listed. Obligations on behalf of both landlords and tenants have been included. Viewers learn about the local Landlord and Tenant Advisory Board and its role in residential renting matters. sh-a

KEA 224 A162 346.7123

Available from: Available on loan from Resource Centre
Cost: n.a.

Alberta Consumer and Corporate Affairs. Consumer Education and Information. Other Side of the Coin (Kit). Edmonton: The Department, 1975.

Colour slides, cassette.

This kit presents a brief look at the basic rights and responsibilities of the consumer in the marketplace. Running time is approximately 5 minutes. jh-sh

HC 79.C63.AL1 343.07

Available from: Available on loan from Resource Centre
Cost: n.a.

Angell, Judie. Word From Our Sponsor or My Friend Alfred (Book). Scarsdale, NY: Bradbury Press, 1979. 140p.

When a twelve-year-old boy tries to protect consumers from buying a drinking mug containing lead, he finds himself in conflict with his father's advertising agency. Alfred and his friends contact numerous consumer protection organizations and are eventually featured in a television interview. This well-written story comments on many consumer issues such as product workmanship, food additives, television "addiction", and advertising to children. An excellent fictional account of consumerism. ue

PZ 7 A58 Fiction

Available from: Clark Irwin
Cost: $6.00 - $12.99

California Department of Consumer Affairs. Consumer Survival Kit (Kit). Sacramento: The Department, 1984.

Booklets, games.

Introduces the California Department of Consumer Affairs to students and teachers. A self-contained collection of class activities, references and teacher aids to assist in the teaching of consumer education basics. Some of the information and activities could be generalized to a Canadian setting. jh-sh

TX 147.C12.C76 640.73

Available from: California Department of Consumer Affairs
Cost: $0 - $5.99

Calling Captain Consumer (Videotape Series). Toronto: Ontario Education Communications Authority, 1973.

27 program. colour. 10 minutes each. 3/4 in.

Introduces fundamental knowledge needed to make intelligent buying decisions. Children's buying decisions may be influenced more by family, neighbors and desire, rather than by need or understanding. An animated super-hero, Captain Consumer, and child actors demonstrate consumer problems and possible solutions through real-life situations. There is a separate program guide accompanying the set. The program titles are as follows: ue-jh

1. Finders Weepers
2. The Great Cake Bake Mistake
3. No Sale
4. Easy Money
5. Budget Blues
6. Kids Can Budget Too
7. A Race To Sell
8. No Way To Give It Away
9. Reading Is Believing
10. A Taxing Task
11. Who Are You Calling A Taxpayer?
12. Factory Facts
13. It's The Unreal Thing
14. What Changes Prices?
15. Shop Around And Save
16. The Apple Search
17. Choose What's Best For You
18. Old Or New?
19. One Good Tune Deserves Another
20. The Better Buy
21. It All Adds Up
22. Safety Check
23. Overpriced ... Over-packaged
24. Consumer Protection
25. Back To The Beginning
26. Fiddle, Faddle
27. Decisions ... Decisions

TX 335.C13 343.07

Available from: ACCESS Alberta
Cost: Contact ACCESS Alberta

Cohl, Karen. Consumer Law (Book). You and the Law. Toronto: IPI Publishing, 1983. 96p.

Can you cancel a contract entered into with a door-to-door seller? What is pyramid selling and is it prohibited by law? Does a contract have to be in writing in order to be valid? These and many other questions are answered in this easily understood guide to Canadian law. Laws regarding warranties, hazardous products, and complains also affect the consumer and are briefly discussed. The guide ends with a table of provincial and federal statutes, the addresses of government consumer departments and a glossary. sh-a

KE 1599 C64 343.71

Available from: IPI Publishing
Cost: $6.00 - $12.99

Consumer (Film). Edmonton: Alberta Consumer and Corporate Affairs, 1976.

16mm. colour. 10 minutes.

This film describes aspects of The Unfair Trade Practices Act. The Act aims to protect consumers from being treated unfairly when buying goods or services and protect honest businessmen from unfair competition. Several situations which consumers could be caught in are illustrated and then an explanation of how the act protects the consumer is presented. Consumers are counselled to contact Alberta Consumer and Corporate Affairs when problems arise. Video tape copies available from ACCESS TV North. jh-a

CAF 127

Available from: Available on loan from Resource Centre
Cost: n.a.

Consumerism: Let The Seller Beware (Film). Toronto: Hobel Leiterman Productions, 1972.

16mm. colour. 22 minutes.

This film is a segmented interview with Ralph Nader that highlights present and future issues facing consumers: automobile safety, pollution, faulty products, the quality and safety of food, and mechanisms for enforcing consumer laws. sh-a

CAF 121

Available from: Hobel-Leiterman Productions
Cost: Contact publisher

Goldenberg, David M. Mortgages and Foreclosure: Know Your Rights (Book). Self-Counsel Series. Vancouver: International Self-Counsel Press, 1983. 105p.

What are the rules about prepaying a mortgage? How easy is it to renew a mortgage? What will the bank do if I can't pay? Can my house be sold without my permission? An Alberta lawyer answers these and other questions. Canadian provincial variations in procedure and law are discussed throughout the book, and the sections on Alberta legislation should be read first. Basic concepts are explained and variations of circumstances or provincial law are detailed. This practical guide is very readable and should help any borrower to develop his knowledge of his mortgage rights, remedies and obligations. a

KE 752 Z82 G64 346.7104

Available from: International Self-Counsel Press
Cost: $6.00 - $20.99

Gottselig, Cheryl. Wills For Alberta: How to Make Your Own Will (Book). 4th ed. Self-Counsel Series. Vancouver: International Self-Counsel Press, 1982. 106p.

Gottselig gives practical information and advice on wills for Albertans. Topics include wills and lawyers, drafting your own will, executors and probate, and the Canada Pension Plan. Numerous sample forms are included, and humourous fictitious names fill in the blanks. sh-a

KF 755. G71. 1982 346.7123

Available from: International Self-Counsel Press
Cost: $0 - $5.99

Harasim, Mary. Landlord/Tenant Rights in Alberta (Book). 4th ed. Self-Counsel Series. Vancouver: International Self-Counsel Press, 1981. 116p.

Revised according to the new 1979 Act, this book is an essential guide to the Landlord and Tenant Act in Alberta. Written in clear and understandable terms, the tenancy agreement, security deposits, rent and rent increases, common law principles, and changes in the law are all explained. Appendices, tables, and several sample items, such as rental premises and contents reports and termination notices, conclude this tenant's or landlord's handbook. sh-a

KEA 224 Z82 H37 1981 346.7123

Available from: International Self-Counsel Press
Cost: $0 - $5.99

Interact, Unit III (Kit). Belmont, CA: Pitman, 1974.

2 filmstrips, 2 cassettes, Student Activity Workbook.

Topics are consumer deception, consumer rights and responsibilities. Reference to U.S. laws and agencies restrict the use of otherwise interesting and informative material. The kit helps students recognize gyps and frauds and creates an awareness of the consumer's and government's capacity to regulate business. The teacher's guide provides scripts, answers and suggestions for further activities. sh-a

TX 167.In8 Unit III 343.07

Available from: Copp Clark Pitman
Cost: $100.00

It's a Deal! The Law as a Tool (Kit). The Law as a Tool Series. New York: J.C. Penney, 1979.

1 filmstrip, 1 cassette, various, teacher's guide.

Directed toward senior high school and adult audiences, the unit is intended to help educators develop informed, assertive consumers aware of their rights and responsibilities in the marketplace. The contents of this unit are described in the Educator's Guide. The filmstrip and cassette illustrate the presence of contracts in almost every aspect of daily life, a "chalk talk" contains factual material on contract law and provides a framework in which to present the concepts, a game identifies the elements of contracts, and a case study addresses the law in relation to minors. A series of activities, extensive background information, selected glossaries and a list of related additional reading, aid the educator in teaching the filmstrip contents and the other materials. The authors note that there are great variations in laws from one jurisdiction to another and so only broad principles are presented. Canadian educators should thus be cautious when using this otherwise excellent unit. sh-a

TX 335 I78 346.2

Available from: J.C. Penney
Cost: $31.00 - $50.00

Jennings, W. H., and Zuber, Thomas G. Canadian Law (Book). 3d ed. Scarborough, ON: McGraw-Hill Ryerson, 1979. 422p.

This is the third edition of a text prepared for use in high school law courses. It contains introductory legal information on the legal system, civil rights, family law, citizenship, legal agreements, employment, sales, money substitutes, real property, insurance and business. This edition covers the new Citizenship Act, updates information on matrimonial property and support obligations, and adds a chapter on consumer protection legislation. Explanations of the law, case studies, sample forms, and application and discussion questions comprise each chapter. A student workbook and a teacher's key to textbook exercises are available. sh

KE 444 J45 1979 340.0971

Available from: McGraw-Hill Ryerson
Cost: $13.00 - $20.99

Justice in The Marketplace (Kit). Washington, DC: Changing Times, 1974.

2 filmstrips, 2 cassettes, teacher's guide.

This kit has been designed to reinforce the attitude that consumers have a right to be heard, to help students discern when silence is not "golden", and to help them learn how to go about obtaining redress. Students are motivated to inquire and discuss through resolution of a value dilemma at the end of each situation. sh

HC 79.C63.J98 343.07

Available from: Marvin Melnyk
Cost: $75.00

Kronby, Malcolm C. Canadian Family Law (Book). Don Mills: General Publishing, 1981. 214p.

Canadian Family Law is written in straight-forward language for use by laymen and professionals. It answers such questions as: What are the rights and obligations arising from "common-law" marriage? Do I need a "legal separation" before divorce? How does joint custody affect the parents and children?" The appendices include The Divorce Act, The Family Law Reform Act, a comparative analysis of provincial property legislations, and where to write for marriage certificates. a

KE 539.2 K76 346.1

Available from: General Publishing
Cost: $6.00 - $12.99

Layman's Lawbook (Book). 2d ed. Edmonton: Legal Education Project, 1982. unpaged.

As stated in the foreword, the Student Legal Services of Edmonton "has as one of its objectives to promote public awareness of our laws and legal system in Alberta. The Layman's Lawbook has been prepared to further this objective. It seeks to set out in everyday language an overview of those areas of the law that affect most of us in our daily lives." Every aspect of landlord and tenant, criminal, traffic, consumer and family law, contracts, torts, wills and estates, labour standards, immigration, and individual rights are included in this overview. Legal services, the structure of our legal system and provincial court procedure are also discussed. The concise, straightforward style and the question and answer format should eliminate initial feelings of intimidation the reader may have. Although comprehensive, the text is to the point. There is no index but the table of contents lists subjects very specifically. Many parts of this thoroughly researched work could be used in adult workshops or as resource material for the educator, keeping in mind that laws constantly change that many areas are uncertain and that most laws are subject to varied interpretation. Glossary. a

KF 385 L11 340.0971

Available from: Student Legal Services of Edmonton
Cost: $6.00 - $12.99

McBean, Jean. Marriage and Family Law In Alberta: The Rights of Husbands, Wives, Children and Common Law Spouses (Book). 2d ed. Self-Counsel Series. North Vancouver: International Self-Counsel Press, 1980. 203p.

This self-counsel book is designed to answer questions concerning family law in Alberta. An explanation of the new Matrimonial Property Act has been included in appropriate chapters. Aspects of the law and practical advice are provided for these topics - marriage, common-law, property, separation, divorce, maintenance, wills, taxes, and children. sh-a

KEA 194 Z82 M2 346.015

Available from: International Self-Counsel Press
Cost: $0 - $5.99

McNeill, Patricia. Consumer Karate, A Defence Manual for People Who Spend Money (Book). 3d ed. Vancouver: Consumers' Association of Canada BC Branch, 1981. 77p.

Consumer Karate "tries to acquaint readers with their basic rights and responsibilities as consumers and to answer some of the most often asked questions about consumer transactions." The contents include sales practices, contracts, buying goods and services, buying on credit, housing and how to complain. Most of the material relates to B.C. law and practices. jh-a

TX 167 M37 1981 343.07

Available from: Consumers' Association of Canada BC Branch
Cost: $0 - $5.99

Piner, Richard. Canadian Commercial Law (Book). Toronto: Copp Clark Pitman, 1980. 215p.

This manual has been designed to help consumers develop an understanding of Canadian business law. All aspects of law have been considered including a chapter on consumer law. Each unit supplies objectives, legal terminology, and case studies. Additional factual situations with questions are provided for review. a

KE 919 P56 346.7107

Available from: Copp Clark Pitman
Cost: $6.00 - $12.99

Trebilcock, Michael J., and McNeill, Patricia. Canadian Marketplace; A Consumer Rights Handbook (Book). Toronto: CBC Enterprises, 1983. 143p.

The publishers describe this book as "a handy guide for consumers who need to know about misleading advertising, deceptive business practices, buying or selling a home, defects in goods and services, buying on credit, rental accommodation, insurance...and much more." While containing information on how to avoid problems and resolve those encountered, its primary purpose is to guide the consumer through the federal, provincial, and territorial laws that are related to a variety of consumer concerns. Specific laws are listed within each chapter and the most important federal and provincial laws are compared. Government and private agencies are also listed in this handy guide which ends with a short chapter describing the steps to follow when complaining. a

TX 335 T74 1983 640.730971

Available from: CBC Enterprises
Cost: $6.00 - $12.99

You and Your Rights: A Practical Guide for All Canadians (Book). Montreal: Reader's Digest Canada, 1980. 639p.

In this book, the rights and recourses of individuals in Canada are explained in simple, everyday language. Your rights as a citizen and a consumer at home, work, leisure, and on the road are presented in detail. Other chapters cover rights in the family, financial matters, and in social security. How to conduct effective complaining constitutes the final chapter complete with addresses of appropriate agencies. sh-a

JS 335 Y8 340.0971

Available from: Reader's Digest Canada
Cost: $21.00 - $30.99

ii. Conserver Society, Energy Conservation and Environmental Issues

Argue, Robert, and Marshall, Brian. Super-Insulated Retrofit Book: A Homeowner's Guide to Energy-Efficient Renovation (Book). Toronto: Renewable Energy in Canada, 1981. 208p.

Another book on home energy-efficient, this one is an excellent guide. From the initial information on siting to the brief section on the "born again house" summarizing issues and concerns, the text clearly explains and the drawings, graphs and photographs clearly illustrate. This book of high quality workmanship and comprehensiveness includes detailed descriptions of some retrofit cases of real houses in Canada. It concludes with thirty-five pages of materials descriptions, formulas, charts of "degree days" in cities across Canada, cross-view diagrams, a glossary, bibliography and index. a

TJ 163.5 D86 A73 644

Available from: Firefly Books
Cost: $6.00 - $12.99

Bendick, Robert, and Bendick, Jeanne. Consumer's Catalogue of Economy and Ecology (Book). New York: McGraw-Hill, 1974. 156p.

Describes economics and environmental responsibility of the consumer when exercising purchasing power. In a conversational yet informative manner, it serves as a guide to purchasing. The book tells what to look for before purchasing, discusses strong and weak aspects, presents alternatives, advises consumers when and how to buy and provides hints for using products. Emphasis is placed on the consumer's ecological responsibility. jh-sh

QH 541.B43 640.73

Available from: McGraw-Hill Ryerson
Cost: $6.00 - $12.99

Browne, Dan. Alternative Home Heating (Book). New York: Holt, Rinehart and Winston, 1980. 179p.

This home energy book is a handbook for homeowners on alternative heating systems. Detailed discussions tell how to get the most cost-efficient heat from solar facilities, fireplaces and stoves, and heat pumps. The text is well illustrated with diagrams and photographs. a

TH 7226 B75 697

Available from: Holt, Rinehart and Winston
Cost: $6.00 - $12.99

Callenbach, Ernest. Ecotopian Encyclopedia for the 80's; A Survival Guide for the Age of Inflation (Book). Berkeley, CA: And/Or Press, 1980. 274p.

"Live better and save money the Ecotopian way." Ecotopians live in modest, reliable, non destructive ways; they utilize renewable, biosource, biodegradable plastics and solar-derived energy and install recycling systems. This book reveals that they also hunt for jobs and apartments, budget, and buy cars. All this and more is covered in this A to Z guide to daily living. The detailed table of contents serves as an index and the last pages contain advertisements which serve as a kind of "annotated reading" list. sh-a

TX 335 C27 640.73

Available from: Firefly Books Ltd.
Cost: $6.00 - $12.99 paperback

Carriere, Dean, and Day, Fraser. Solar House For a Cold Climate (Book). Rexdale, ON: John Wiley, 1980. 279p.

Solar space heating of houses is the main theme of this book. Part One presents architectural features, technical support systems, and the building's relationship to the natural environment. Case studies of 26 solar houses are given in Part Two. These include active, passive, hybrid, and retrofit systems. After reading these suggestions and examples, readers will have many of the tools necessary to design their own home or renovate an existing one. sh-a

TH 7413 C37 697.78

Available from: John Wiley and Sons Canada
Cost: $13.00 - $20.99

Conserving Energy in Older Homes; A Do-It-Yourself Manual (Book). Alexandria, VA: Analytech, 1983. 44p.

This would be of interest to anyone who lives in a home built before 1940 and wants to reduce home energy waste. It addresses those features unique to older homes because they were built under conditions entirely different from those existing today. Part I helps identify energy loss and the potential energy savings. It also describes problems common to older homes. Part 2 examines energy conservation ideas for older homes ranging from simple inexpensive adjustments to the house to upgrading unimproved fireplaces or replacing the old heating system. Prepared by Applied Management Sciences, Inc., for the U.S. Department of Housing and Urban Development, this booklet includes illustrations, detailed diagrams and an index. a

TJ 163.3 C7 1983 644

Available from: Analytech Management Consulting
Cost: $0 - $5.99

Consumer Reports. Money-Saving Guide to Energy in the Home (Book). rev. ed. Mount Vernon, NY: Consumers Union, 1982. 141p.

This collection of articles shows how to "stay warm and keep cool." Brand-name ratings of such products as automatic set-back thermostats, fireplace add-ons, and water heater insulation kits help you save money as well. The home is first described as an "energy system" then specific aspects of keeping the heat in — such as insulation, central heating system, and space heating—are discussed. "Heating Water" is detailed as is "Keeping Cool" which covers insulation again, air conditioners and fans. Other ways to save money include using major appliances sensibly. The appendix provides a worksheet to help in deciding on a contractor. Consumer Reports articles are most informative and often applicable to Canada. a

TH 4813 C7 1982 697

Available from: Consumer Reports Books
Cost: $6.00 - $12.99

Down to Earth: City Living (Film). n.p.: Pyramid Films, 1977.

16mm. colour. 18 minutes.

This film depicts ecological alternatives for urban dwellers which have been integrated into the Integral Urban House in Berkeley, California. Solar energy provides heat, the roof and yard are year-round vegetable gardens, organic waste is recycled, and poultry, bees, and other domestic animals provide food supplies. A member of the house explains the philosophy of the Integral House and the systems in operation, while sunny shots of the house, indoors and out, illustrate them.. Information on the implementation and operation of the alternatives featured is introductory only. The film could be used as a springboard for more in-depth discussion and study of the concepts and alternatives introduced. sh-a

CAF 140

Available from: International Tele-Film Enterprises
Cost: Contact publisher

Energy Carol (Film). Montreal: National Film Board of Canada, n.d.

16mm. colour. 10 minutes 33 seconds.

A co-production of the NFB and the Department of Energy, Mines and Resources, this film parodies Dicken's The Christmas Carol. Ebenezer Scrooge owns a huge corporation which sells energy, promoting its unrestricted use. On Christmas Eve, he is visited by his former partner, Jake; the spirit of energy past; the spirit of energy present; and the spirit of energy future. They show him what the result of his extravagant use of energy will be and Scrooge becomes an energy conservationist.

Excellent animation, dramatized dialogue between characters, sound effects, and the Christmas theme in music and plot produce an entertaining, amusing presentation. It is useful as a discussion motivator in situations where energy conservation is being introduced. jh-a

CAF 156

Available from: National Film Board of Canada
Cost: Contact publisher

Energy Saver's Handbook for Town and City People (Book). Emmaus, PA: Rodale Press, 1982. 332p.

In this guide to better energy efficiency, the Scientific Staff of the Massachusetts Audubon Society offers advice to the homeowners from the first step - the energy survey - to the last - a comfortable home and lower bills. The staff discuss such alternative solutions to energy consumption as solar heating and wind power and large scale systems of cogeneration, district heating and seasonal energy storage. They also address such institutional issues as rights of access to renewable energy, building codes and zoning ordinances, and tenant-landlord relations. Besides discussion, there is a wealth of "how-to" and other information that is useful to consumers who wish to make the most of their energy dollars. Chapter bibliographies, a glossary, and an index provide even more detail to this informative and interesting book. a

TJ 163.3 E548 1981 333.79

Available from: Gerard Saunder & Associates
Cost: $13.00 - $20.99

Food for a Small Planet (Film). New York: Richter McBride Productions, 1975.

16mm. colour. 10 minutes.

The film uses graphic scenes of starvation contrasted with western affluence and waste to emphasize excessive consumption habits and calls for viewers to take positive action toward alleviating the disparities between affluent and non-affluent societies. A good introduction for discussion on waste, poverty, hunger, affluence, or consumption. jh-a

CAF 141

Available from: Richter McBride Productions
Cost: Contact publisher

Fossel, Peter V. Keeping Warm: A Sensible Guide to Heat Conservation (Book). New York: Perigee, 1983. 204p.

In this instructive book, the author draws from the best in old traditions and new technologies to show how one can keep warm in even the bitterest of winters. He gives useful tips on such things as insulation, fireplace efficiency, solar heat and clothing and blankets. (Cover) a

TJ 168.5 D86 F67 679

Available from: Stoddart Publishing
Cost: $6.00 - $12.99

Miles, Betty. Save the Earth! An Ecology Handbook for Kids (Book). New York: Knopf, 1974. 96p.

This handbook covers land, air and water pollution. A final "How-to-do-it" section presents pollution action ideas. The book's value lies in the project ideas suggested throughout. They encourage children to actively explore the environment and recognize their contribution to pollution. Table of contents, relevant photographs and black line drawings, and an index produce a well-designed book. ue

QH 541.14 M14 614.7

Available from: Random House of Canada
Cost: $6.00 - $12.99

Nova Scotia Department of Mines and Energy. Calories: Making Every One Count (Book). Halifax: The Department, 1982. 40p.

This is "an energy-related teacher's guide particularly adaptable to home economics and consumer education." The material is arranged under the headings housing, kitchen efficiency, and clothing and textiles. Various tables list thermal properties of some structural materials, R-values of interior finishing materials, and projected operating cost for four types or sizes of refrigerators. This small but information-filled pamphlet includes a bibliography, a list of audio-visual resources and additional sources of information. tg/jh-a

TJ 163.5 D86 C34 333.7917

Available from: Novia Scotia Department of Mines and Energy
Cost: Free

Rideout, Edward H. Jr., and Isacson, Orjan E., eds. Energy Systems Handbook (Book). Woburn, MA: Technical Handbook Publications, 1981.

1 volume.

This comprehensive guide describes almost everything you ever wanted to know about alternate energy, from movable window insulation, programmable thermostats, air-to-air heat recovery units, solar heated domestic water systems and earth sheltered homes to the computerized Sun/Tropic Home. a

TJ 163.3 R43 333.79

Available from: Technical Handbook Publications
Cost: $6.00 - $12.99

Rothchild, John. Stop Burning Your Money: The Intelligent Homeowner's Guide to Household Energy Savings (Book). New York: Random House, 1981. 258p.

The critical increases in home energy costs have led to new alternatives in heating systems and the re-evaluation of existing components in the home. The author explains how to evaluate current, often contradictory advice, the potential side effects of saving energy, and the pros and cons of fashionable alternatives. He discusses in detail furnaces, appliances, house-buying, and all forms of insulation techniques in relation to cost benefits/diminishing returns. Believing energy efficiency must also be cost-effective, he suggests a balanced approach to energy economy and promotes low cost/no cost techniques first. There are several drawings and useful charts, tables and lists as well as an index. Useful to the layman, some subjects could be adopted for high school discussion. sh-a

TJ 163.5 D86 R69 696

Available from: Random House Canada
Cost: $13.00 - $20.99

Solomon, Lawrence. Conserver Solution (Book). Toronto: Doubleday, 1978. 220p.

This book deals with the conserver society concept in a Canadian context. The path which led to a need to return to conserver ethics, what the conserver approach is, advertising's role in consumer and conserver societies, and how to implement the conserver solution through government, industry, and the individual are discussed. Style is informal and many examples and statistics are included. A project of Pollution Probe, this is reference material for students interested in conservation and Canadian environmental policy. sh-a

HC 120 E5564 301.31

Available from: Doubleday Canada
Cost: $6.00 - $12.99

Stop Polluting, Start Conserving (Kit). Pasli, PA: Instructor Corporation, 1976.

Various.

An activity kit containing a poster, activity cards, game , progress charts and teacher's guide. Activities are designed to help children become aware of their role in pollution and conservation. Air, land, water and noise pollution, as well as resource waste are considered. ue

TD 177 St6 614.7

Available from: Educator Supplies
Cost: $6.00 - $12.99

Toward a Quality of Living (Kit). Consumer Education Modules. New York: J.C. Penney, 1976.

2 filmstrips, 2 cassettes, picture cards, posters, activity sheets, teacher's guide.

Examines the family as an ecosystem and as part of larger ecosystems. Materials could be used separately or as a unit to discuss various topics - the family, human ecology, the environment, resources, goals and values. Parts of this kit could be used with elementary students - photographs of possible family groupings, cartoon posters and filmstrips of individuals and the families interacting with their environment. ue-sh

HM 35 T65 301.31

Available from: J.C. Penney
Cost: $13.00 - $20.99

Urbanissimo (Film). Mississauga, ON: Marlin Motion Pictures, n.d.

16 mm. colour. 7 minutes.

A travelling city roams the country-side enticing rural inhabitants to it. Consuming resources at will, it discards its waste and people with no regrets and moves on for more. With effective animation, the film focuses attention on industrialization and urban problems as well as preservation of natural resources. jh-a

CAF 119

Available from: Marlin Motion Pictures
Cost: Contact publisher

Use It, Use It Up (Film). Toronto: International Tele-Film, 1974.

16mm. colour. 10 minutes. 33 seconds.

A sophisticated, effective presentation on waste. Nature is used to demonstrate how resources should be used and the waste returned to be recycled. Modern man does not do this as evidenced by the consuming Jumbleall family. The Living well family does try to use up all it purchases and then reuse or recycle packaging and waste. The film also shows how communities, industry and government can recycle waste. U.S. statistics and California projects are used, but the quality of the production and the positive examples of how waste can be controlled make the film valuable for Canadian audiences. sh-a

CAF 144

Available from: International Tele-Film Enterprises
Cost: Contact publisher

Wing, Charles. Tighter House (Book). Emmaus, PA: Rodale Press, 1981. 92p.

The collection of articles is another do-it-yourself guide to economically upgrading home energy efficiency. The articles originally appeared in New Shelter magazine and are readable, informative, and varied. How-to information is supplemented by illustrated material and information in charts or tables. From a map showing American geographical heating zones and corresponding recommended R values, or an insulation table describing form and type, R-value per inch, cost and characteristics, to a diagram showing how to insulate a hot water tank, this supplemental material is as informative and varied as the text. sh-a

TH 1715 W54 643.7

Available from: Gerard Saunders & Associates
Cost: $6.00 - $12.99

iii. Product Safety

Canada Consumer and Corporate Affairs. Consumer Toy Testing (Videocassette). Calgary: ACCESS Alberta, 1980.

1 videocassette. colour 13 minutes 30 seconds 3/4 in.

This video describes some of the regulations developed under the Hazardous Products Act aimed at protecting children from hidden hazards in toys. Since there are an estimated 10,000 to 15,000 different kinds of toys generating over half a billion dollars in retail sales annually, toy testing is essential. Because young children are particularly susceptible to hidden hazards, the testers concentrate on toys for children under three years of age. Four major design areas - mechanical, flammability, electrical/thermal, and toxicological - are regularly scrutinized. Kites and kite strings, toy ovens, plush toys, eyes and noses are used in this film to illustrate the particular concerns of the technicians and the variety of tests toys undergo. Potential hazards in other items such as rattles and pacifiers are also investigated. Brief, but informative. sh-a

TS 2301 T7 C16 688.7

Available from: ACCESS Alberta
Cost: n.a.

Canada Consumer and Corporate Affairs. Home Safe Home (Kit). Huel, PQ: The Department, 1977.

1 filmstrip, 1 cassette, activity sheets, fact sheets, posters, decals, teachers' guide.

This kit, designed to help young children recognize hazardous products in the home, is well done and interesting. A sound filmstrip featuring two green puppet-like creatures from Mars introduces the four signs of danger found in household products. Each sign is introduced in an easily isolated episode allowing for four separate presentations. Support material - teacher's guide, fact sheets, student activity sheets, a song, posters, and decals - provide excellent background information and follow-up activities. Available in French and English. pr

T 55 H3.C2 614.83

Available from: Canada Consumer and Corporate Affairs
Cost: $0 - $5.99

Kids in Cars; Child Restraints: Special Report (Book). Ottawa: Consumers' Association of Canada, 1982. 29p.

Restraints come with instructions, but this pamphlet provides all the extra hints one would get by talking to experts. Buying and safety tips, installation and lists of manufacturers and distributors of infant only, toddler, and covertible types of child restraints are accompanied by several drawings. The booster models were not available at the time of publication. a

HQ 769 K3 629.2

Available from: Consumers' Association of Canada, Edmonton Branch
Cost: $0 - $5.99

Silber, Norman Isaac. Test and Protest: The Influence of Consumers Union (Book). New York: Holmes & Meier, 1983. 172p.

Case studies in the "reform of automotive design, the discouragement of smoking, and the prevention of contamination of food by radioactive fallout" were chosen for this study. They were selected because of the role Consumers Union played in the history of public health and safety and because of their continuing importance to contemporary issues. CU's commitment to reform and to scientific objectivity and the evolution of product testing are topics that are not only interesting historically, but should be of contemporary interest to anyone concerned about environmental health and public safety. a

TX 335 S553 1983 363.1057

Available from: Holmes & Meier
Cost: $6.00 - $12.99

Who's Responsible for Product Safety? (Kit). Insights into Consumerism. New York: J.C. Penney, 1975.

Fact sheets, activity sheets.

The kit discusses the role that consumers, the manufacturer and the government play in product safety. U.S. agencies and laws are presented, but the material is interesting and the activities involve students in recognizing hazards. jh

KF 8925.P7.W62 343.07

Available from: J.C. Penney
Cost: $0 - $5.99

iv. Fraud, Deceptive and Unfair Practices

Carey, Mary. Compendium of Bank or How to Spot a Con Artist (Book). Springfield, IL: Charles C. Thomas, 1976. 202p.

The collection of fraud schemes described in this book are based on reports in the files of local and federal American law enforcement agencies. They cover examples of fraud associated with banks, real estate, household furnishings, and mail order. By reading these reports, consumers will be aware of the types of schemes perpetrated by con men and therefore avoid the same pitfalls. a

HV 6691 C37 364.163

Available from: Charles C. Thomas
Cost: $13.00 - $20.99

Cons, Quacks & Frauds (Kit). Kildeer, IL: Learning Seed, 1982.

2 filmstrips, 2 cassettes, various, teacher's guide.

"...for fatigue, asthma, stroke, polio, cancer, leukemia; increases fertility; halts illnesses caused by pollution..."

This kit illustrates common examples of cons and frauds including "miracle" devices that claim to cure a variety of ailments from corns to cancer. From mail order fraud, con games, chain letters, the self-improvement industry, sales trickery, to self-cure medical quackery, the examples in this kit will help users avoid becoming victims of "cons, quacks and frauds." sh-a

HV 6995 C766 1982 364.163

Available from: Learning Seed
Cost: $75.00

Consumer Fraud: Games Con Men Play (Videocassette). Toronto: Canadian Learning, 1982.

1 cassette. colour. 15 minutes. 1/2 in.

Using a variety of dramatic devices, the film illustrates unethical selling practices and how to protect against them. The film urges caution when dealing with mail order companies and when buying a car, home furnishings and major appliances. Bait and switch, up-grade and "easy credit" schemes are described. The film concludes with good advice: shop around, be suspicious of fantastic bargains, read and understand before signing contracts. A film, (CAF 158) reviewed elsewhere, is also available. sh-a

HV 6995 C66 364.163

Available from: Canadian Learning
Cost: Contact publisher

Consumer Fraud: Games Con Men Play (Film). Glendale CA: AIMS Media, 1982.

16 mm. colour. 15 minutes.

Using a variety of dramatic devices, the film illustrates unethical selling practices and how to protect against them. The film urges caution when dealing with mail order companies and when buying a car, home furnishings and major appliances. Bait and switch, up-grade and "easy credit" schemes are described. The film concludes with good advice: shop around, be suspicious of fantastic bargains, read and understand before signing contracts. A videocassette (HV 6995 C66), reviewed elsewhere is also available. sh-a

CAF 158

Available from: Canadian Learning
Cost: Contact publisher

Consumer Reports. Health Quackery: Consumers Union's Report on False Claims, Worthless Remedies and Unproved Therapies (Book). Orangeburg, NY: Consumers Union, 1980. 251p.

In this book, Consumers Union focuses on nine health fraud topics. These are laetrile, arthritis, low blood sugar, vitamin E, fluoridation, overweight, chiropractors, mail-orders, and nutrition. An overview is made of the types of agencies promoting cures for these illnesses and medical facts which were available at the time of publishing. sh-a

R 730 C76 632.10973

Available from: Consumers Union
Cost: $6.00 - $12.99

Glickman, Arthur P. Mr. Badwrench: How You Can Survive The $20 Billion-A-Year Auto Repair Rip-Off (Book). New York: Wideview Books, 1981. 447p.

In a highly readable style, the author shows how to avoid becoming a victim of unfair practices and incompetence. Mr. Badwrench seems to be prevalent in the auto repair industry. Part one investigates various deceptive and unfair practices; part two discusses how to avoid various rip-offs; and part three offers specific advice on fighting back. One hundred pages of appendices list American state, city and county laws, consumer protection and enforcement agencies, legislators, and include sample forms. Although there is no bibliography in this expose. There is a long section of reference notes listing chapter sources. Index. a

TL 152 G566 629.2

Available from: Fitzhenry and Whiteside
Cost: $6.00 - $12.99

Owl Who Gave a Hoot (Film). Toronto: International Tele-Films, 1967.

16 mm. colour. 15 minutes.

Consumer fraud information is presented in an original fashion. Colourful cartoon animal characters represent fraudulent salesmen, story cartoon clips illustrate possible fraudulent deals, and lively rock-n-roll music points out the consequences of these deals. Examples of the consumer frauds illustrated are door-to-door salesmen who leave things on approval, deceitful used car salesmen, the overpriced neighbourhood grocer, and the high interest loan shark. Despite the cartoon format, only older viewers will appreciate and understand hidden facts and the film's wit. Although aimed at lower income consumers, the film is relevant to consumers of any income level. Video tape copies available from ACCESS TV North. jh-a

CAF 110

Available from: International Tele-Films
Cost: Contact publisher

Owl Who Gave a Hoot (Videocassette). Edmonton: ACCESS Alberta, 1967.

1 videocassette. colour. 15 minutes. 3/4 in.

The film with the same name (CAF 110) is reviewed elsewhere. jh-a

HC 79 C63 Ow4 364

Available from: ACCESS TV North
Cost: Contact ACCESS TV North

Scholastic Scope Magazines. Frauds and Hoaxes (Kit). New York: Scholastic Book Service, 1975.

Student booklet, 6 masters, teacher's guide.

The teaching guide describes the aims and objectives of the kit which emphasizes student choice, attitudes, value and self-expression. Through stories and articles, this kit presents some of the better known frauds and hoaxes and allows the students to make evaluative decisions about them. ue-jh

HV 6691 F84 364.163

Available from: Scholastic - TAB
Cost: $31.00 - $50.00

Suther, John W., and Shupp, Gary L. Fraud and Deceit: How to Stop Being Ripped Off (Book). New York: Arco Publishers, 1982. 144p.

The information is not detailed, but the authors' (both prosecutors) intent is to increase the reader's awareness of the variety of fraudulent schemes. Seven categories—business opportunity and investments, merchandising, repair and home improvement, self-improvement, charity, commercial, and miscellaneous "classic cons"—cover a wide range of frauds. The chapter on merchandising for example, identifies the essential elements of frauds in the areas of encyclopedias, contest winners, freezer plans, funerals, vacations and mail fraud. American, but the schemes easily apply to the unwary Canadian. Glossary. sh-a

HV 6995 S75 362.8

Available from: Prentice-Hall Canada
Cost: $6.00 - $12.99

Swindle! (Game). Washington, DC: Changing Times, 1975.

Various.

Attempts to help students experience decision-making in shopping and recognize gyps and frauds. Each buyer has $500 to spend and must buy several items. Highest scores go to buyers who avoid gyps and frauds and spend their money wisely. Buyers compete with one another, as do car dealers and repairmen. jh-sh

HV 6695 SW6 364.163

Available from: Marvin Melnyk
Cost: $31.00 - $50.00

This is Fraud (Film). Mississauga, ON: Marlin Motion Pictures, 1972.

16 mm. colour. 8 minutes.

Short film clips demonstrating various fraud situations - bait and switch, verbal promises, a heavy finger on the weigh scale - are presented. After each clip the narrator, head of California's Consumer Protection Division, describes the methods of recourse - trade association offices, small claims court, licensing bureau and the legal aid society. As this film is brief, to-the-point, and interesting, it is an excellent motivational device for further discussion about consumer fraud and consumer protection agencies. sh-a

CAF 113

Available from: Marlin Motion Pictures
Cost: Contact publisher

B. Consumer Advocacy

i. Complaint Methods and Action Strategy

Alberta Consumer and Corporate Affairs, and ACCESS Alberta. Lost in the Fine Print (Videocassette). Calgary: ACCESS Alberta, 1979.

1 videocassette. colour. 30 minutes.

A young couple learn about the financial, legal and emotional problems that can result from not investigating thoroughly a used car before buying. Certain steps should be followed when buying in today's marketplace. These include comparison shopping and reading all contracts properly before signing. This couple initiate action against the used car dealer for misrepresentation of facts. We see what consumer rights and responsibilities they have in attempting to settle their grievances. Reference is made to Alberta Consumer and Corporate Affairs and Alberta legal procedures. The video is part of a teaching package with the same name (TX 335 I34), reviewed elsewhere. sh-a

TX 335 I3 343.7

Available from: ACCESS Alberta
Cost: Contract ACCESS Alberta

Arnold, Stephen. Consumer Dissatisfaction with the New Car Purchase: Analysis and Prescriptions (Book). Kingston: Queen's University. 1982.

1 volume.

This study shows that there are several reasons for new car purchase dissatisfaction. Among the failings are quality of materials and workmanship, warranty performance and dealer servicing. a

HF 5354 A6 1982 381

Available from: Queen's University
Cost: n.a.

Ash, Stephen B. Consumer Satisfaction, Dissatisfaction and Complaining Behaviour: Major Findings and Directions for Action (Book). Ottawa: Consumer and Corporate Affairs Canada, 1980. 51p.

This study presents the major findings and proposals for action of a national survey done in 1979 on consumer satisfaction. Tables show levels of satisfaction/dissatisfaction of over 225 categories of products and services. These are divided into three main classes: food and clothing, durables, and services. The data has potential use for manufacturers and policy makers involved in setting priorities for consumer protection programming. a

HC 110 C6C2 381

Available from: Canada Consumer and Corporate Affairs
Cost: n.a.

Consumer Complaints: The Right Way (Film). Scarborough: Omega Films, n.d.

16mm. colour. 11 minutes.

The vignettes in this film demonstrate how to properly register complaints and therefore obtain satisfactory results. Examples show consumers handling problems concerning the purchase of a portable radio, record, garbage disposal unit, and roofing on a house. We are shown how to make a successful telephone call and how to write a good complaint letter. American agencies are given to contact for consumer complaints although Canadian counterparts do exist. a

CAF 152

Available from: Omega Films
Cost: Contact publisher

Consumer Power - Whistle Blowing (Film). New York: Holt, Rinehart & Winston, 1973.

16 mm. colour. 23 minutes.

In this film, consumer advocates Ralph Nader and Robert Townsend make a case for ethical whistle blowing as a form of individual action against public abuses by large organizations. Stories of two whistle blowers who fought for the common good against two of the nation's biggest corporations are also told. Nader and Townsend contend that whistle blowing is a new form of patriotism. They talk directly to young people about private consciences and public concern. jh-a

CAF 123

Available from: Holt, Rinehart & Winston of Canada
Cost: Contact publisher

Edmonston, Phil. Art of Complaining (Book). Toronto: Musson, 1984. 386p.

Canada's top consumer advocate provides information on consumer rights and how to obtain satisfaction. Consumers learn how to complain effectively, organize citizen groups and use the courts to settle disputes. Appendices provide information regarding The Canadian Charter of Rights and Freedoms, The Privacy Act, The Access to Information Act and offices of the federal and provincial Consumer Departments. a

HC 120 C63 E35 381.340971

Available from: Musson
Cost: $6.00 - $12.99

Gilson, Christopher; Cawley, Linda; and Schimdt, Rick. Consumer Revenge (Book). New York: Putnam, 1983. 348p.

Among the many "frustrations" a consumer must deal with to try to assert his rights are stores, restaurants, health clubs, hospitals, contractors, employers, landlords and airlines. Credit, barter, burglars and driving violations present more frustrations and the authors provide advice and a "revenge kit" of sample letters for all of these situations. Index. a

HF 5415.5 G54 1983 381.33

Available from: Stoddart Publishing
Cost: $6.00 - $12.99

Horowitz, David. Fight Back! And Don't Get Ripped Off (Book). San Francisco: Harper & Row, 1979. 308p.

How to become an assertive consumer is the subject of this very readable book. Information is given on rip-off schemes, advertising, automobiles, supermarkets, restaurants, mail order sales, professionals, credit and household movers. Strategies for dealing with common consumer problems in these areas are also outlined. Anecdotes and exposes add interest to this guide to consumer awareness. jh-a

HC 110 C63 H67 381.3

Available from: Fitzhenry and Whiteside
Cost: $6.00 - $12.99

James, Jack D. Fight That Ticket In Alberta (Book). 2d ed. Self-Counsel Series. North Vancouver: International Self-Counsel Press, 1979. 80p.

This is an information book on traffic offenses and the law in Alberta. Guidelines are given on what to do when an accident occurs, how to decide if you have reason to fight a ticket, and preparing for and attending a trial with or without a lawyer. A list of traffic violations with their corresponding demerit points is included. sh-a

HE 5635 A5 J23 1979 345.0247

Available from: International Self-Counsel Press
Cost: $0 - $5.99

N.U.T.S. & B.O.L.T.S. Manual (Book). Edmonton: City of Edmonton Planning Department, n.d. 224p.

Described as a self-help guide for community groups, this manual is designed to help residents have an effective voice in the city and guide them towards active neighbourhood improvement. It describe ways in which one can be part of the decision-making process such as in public hearings, in council meetings, by lobbying, or becoming part of the City Council appointed board. It lists departments at three government levels that can provide information and assistance on such varied areas as consumer concerns, by-law enforcement, building permits and housing programs. Planning and financial assistance are major sections in this manual. Although written for residents and community groups in Edmonton, there is sufficient information relating to Alberta to be useful to workshop co-ordinators for a variety of topics. Useful as well as a reference source for government department and agency information. a

HN 49 N959 328

Available from: City of Edmonton Planning Department
Cost: Free

Sanford, David. Who Put The Con in Consumer? (Book). New York: Liveright, 1972. 166p.

More than a simple expose, this readable book gives concrete advice on how to handle common consumer problems and how to fight back. Television, landlords and tenants, waste disposal, the food industry, drugs, politics, and planned obsolescence are also discussed. A lucid look at how American big business plays on public weaknesses, fads, and the consumer's lack of information in order to sell its products. sh

TX 335 S2 381.3

Available from: Musson
Cost: $0 - $5.99

Shiling. Dana. Fighting Back; A Consumer's Guide for Getting Satisfaction (Book). New York: Quill, 1982. 256p.

This complete guide to obtaining consumer redress includes "plain text" form letters to "rip out when you're ripped off." The author, a lawyer, believes in simplifying legal terminology and is President of Plaintext, a firm that publishes "plain-English" legal documents for lawyers, other professionals and consumers. Eight categories group 64 letters under products, services, media, government, landlord and tenant and the like. The text relates to American laws regarding credit and banking, landlord and tenant, and consumer protection, but the form letters and the chapters giving advice on how to organize, lobby, or do legal research provide ample reading for the Canadian consumer wanting redress. Index. a

HC 110 C63 S45 343.73

Available from: Gage Publishing
Cost: $6.00 - $12.99

VI. ECONOMICS

A. Economic System

Agency for Instructional Television. Give & Take (Videocassettes). Calgary: ACCESS Alberta, 1982.

12 programs. colour. 15 minutes each. 3/4 in. & 1/2 in.

HD 69 D4 A42	You Choose/We Choose.
HD 69 D4 A43	Let's Save/Creditwise.
HD 69 D4 A44	Where Do Jobs Come From/Key to Productivity.
HD 69 D4 A45	Private or Public?/Changing Taxes.
HD 69 D4 A46	Market Prices/The Changing Market.
HD 69 D4 A47	Competition/Take Your Choice.

Give & Take programs dramatize problem-solving situations that show students how economic concepts—such as opportunity costs, supply and demand, and taxation—relate to their daily lives. The series of 15 minute programs for grades 8,9, and 10 is intended for use in consumer education, economics, business education, home economics, social studies, and other classes where personal economics material is presented. Each lesson is self-contained to permit teachers maximum flexibility in using the series. A Teacher's guide is available with the Give & Take series. For each lesson, the guide includes a detailed program description, a commentary designed to provide additional background for the teacher, and a list of economic terms. A variety of suggestions for using the program and follow-up classroom activities designed to give students practice in applying their understanding of economic concepts are also included in the publication. tg/jh-sh

see above 301.15

Available from: ACCESS Alberta
Cost: Cost of tapes, contact ACCESS Alberta

Agency for Instructional Television. Guide to "Give & Take" (Book). Bloomington: Agency for Instructional Television, 1982. 40p.

Accompanies the videocassette series, Give & Take, reviewed elsewhere. tg/jh-sh

HD 69 D4 A48 301.15

Available from: ACCESS Alberta
Cost: Contact ACCESS Alberta

Agency for Instructional Television. Guide to "On the Level" (Book). Bloomington: Agency for Instructional Television, 1980. 64p.

Accompanies the videocassette series, On the Level, reviewed elsewhere. tg/jh-sh

BF 778 A43 301.43

Available from: ACCESS Alberta
Cost: Contact ACCESS Alberta

Agency for Instructional Television. Guide to "Trade-Offs" (Book). Bloomington: Agency for Instructional Television, 1978. 47p.

Accompanies the videocassette series Trade-Offs, reviewed elsewhere. tg/ue-jh

HD 68 D4 T2 301.15

Available from: ACCESS Alberta
Cost: Contact ACCESS Alberta

Agency for Instructional Television. On the Level (Videocassettes). Calgary: ACCESS Alberta, 1980.

12 programs. colour. 15 minutes each. 1/2 in. and 3/4 in.

Face to Face/Daddy's Girl
Who Am I/Journey Through Stress
Surrounded/A Little Help From My Friends
Getting Together/Side by Side
Solo/Behind the Scenes
What's Next/Alternative Route

This twelve-part series is designed to help adolescents 14 to 17 years old understand their own personal and social growth. It encourages them to examine common teenage concerns such as conflict, love, changing, relationships with family and friends, self-concept and stress. It takes a careful look at the emotional, physical, social and intellectual make-up of an individual and how they all interact. The teacher/leader's guide summarizes each program, provides topic background, suggests activities before and after the program and suggests program discussion questions. Reproducible materials, a resource guide and a related materials guide are included. tg/jh-sh

BF 778 A42 301.43

Available from: ACCESS Alberta
Cost: Cost of tapes, contact ACCESS Alberta

Agency for Instructional Television. Student Handbook for "On the Level" (Book). Bloomington: Agency for Instructional Television, 1980. 74p.

Accompanies the videocassette series, On the Level, reviewed elsewhere. tg/jh-sh

BF 778 A44 301.43

Available from: ACCESS Alberta
Cost: Contact ACCESS Alberta

Agency for Instructional Television. Trade-Offs (Videocassettes). Calgary: ACCESS Alberta, 1978.

15 programs and 2 summary programs. colour. 20 minutes each. 1/2 in. and 3/4 in.

HD 68 D4 T21 1. Choice /2. Malcolm Decides.
HD 68 D4 T22 3. We Decide /4. Give and Take.
HD 68 D4 T23 5. Less and More /6. Working Together
HD 68 D4 T24 7. Does it Pay? /8. Learning and Earning.
HD 68 D4 T25 9. Why Money? /10. To Buy or Not to Buy.
HD 68 D4 T26 11. To Sell or Not to Sell /12. At What Price?
HD 68 D4 T27 13. How Could That Happen? /14. Innocent Bystanders.
HD 68 D4 T28 15. Helping Out /16. About "Trade-Offs".
HD 68 D4 T29 17. Phil Saunders on "Trade-Offs".

Developed for children 9 to 13 years old, Trade-Offs is designed to improve economic instruction in American and Canadian schools. The emphasis is on systematic decision-making. A 20-minute program and the teacher's guide material (see A Guide to "Trade-Offs") make up each lesson. Each program begins by identifying key points, then dramatizes a fundamental economic problem relevant to the student's daily life. It then emphasizes, through visuals, the economic principles involved. Each program ends with the introduction of another problem involving the same economic principles. Each lesson covers a particular topic: 1. Opportunity cost, 2. Personal decision-making, 3. Social decision-making, 4. Trade-offs among goals, 5. Increasing productivity, 6. Specialization and the division of labour, 7. Investment in capital goods, 8. Investment in human capital, 9. Voluntary exchange, 10. Buyers and market demands, 11. Sellers and market supply, 12. Market clearing prices, 13. Interdependence of market prices, 14. Market intervention: reducing indirect costs, and 15. Market intervention: increasing indirect benefits. tg/ue-jh

See above 301.15

Available from: ACCESS Alberta
Cost: Contact ACCESS Alberta

Bibliography on Material Pertinent to the Informal Economy (Book). Ottawa: Vanier Institute, 1982. 54p.

A variety of topics pertinent to the informal economy are included in this list of books, reports and articles, from materials on the changing concepts of work, the conserver society, practical alternatives to the 9 to 5 job, the co-op movement, voluntary action and strategies for co-reliance and self-sufficiency to studies of social change in some Newfoundland communities and statistical profiles on the working poor. Many of the items are annotated. Appendices list Canadian periodicals, non-Canadian periodicals, bibliographies and indexes. a

HB 73 B42 330

Available from: Vanier Institute of the Family
Cost: $0 - $5.99

Boreham, Gordon F., et al. Money and Banking: Analysis and Policy in a Canadian Context (Book). 2d ed. Toronto: Holt, Rinehart and Winston of Canada, 1979. 917p.

An authoritative reference on all aspects of the Canadian monetary and fiscal system, the topics covered include money and credit, the commercial and central banking systems, money and capital markets, macroeconomic and monetary policies, international monetary economics, and postwar business cycles. Each of the twenty-six chapters is followed by discussion questions. Primarily designed as a graduate text, this book would nevertheless be useful as a reliable source of background information for teachers. a

HG 153 B6 1979 332.10971

Available from: Holt, Rinehart and Winston of Canada
Cost: $13.00 - $20.99

Economic Concepts and Issues (Kit). Consumer Education Modules. New York: J.C. Penney, 1977.

1 filmstrip, 1 cassettes, activity sheets, posters, teacher's guide.

This kit attempts to provide a basic understanding of economic concepts, goals and issue analysis from a family ecosystem perspective. Module I introduces the family as a business in order to explain economic concepts. Module II presents activities which encourage students to set value and goal priorities. Module III uses posters, charts and activities to explain the CPI, GNP index of Consumer Sentiment and Unemployment Ratio of the United States. U.S. information will have to be adapted for Canadian use, but the kit is well done and useful. sh

H 62 E7 330.122

Available from: J.C. Penney
Cost: $13.00 - $20.99

Economics in the Marketplace (Kit). Chicago: Encyclopedia Britannica Educational Corporation, 1982.

4 filmstrips, 4 cassettes, guide, student activity sheets.

Sound filmstrips explain basic economic concepts and terms to high school students. The four titles are "Markets: Exchanging Goods and Services," "Producers and the Market," "Consumers and the Market," and "Economic Systems." Each is accompanied by a student activity sheet. jh-sh

H 62 E37 1981 330

Available from: Visual Education Centre
Cost: $150.00

Gordon, Leland, and Lee, Stewart M. Economics for Consumers (Book). 7th ed. New York: Van Nostrand, 1977. 719p.

An excellent college textbook which discusses personal finance as well as the forces that decide what shall be produced. It examines the impact of technological advances and psychological techniques on the consumer's ability to judge quality, purity, value and safety of products. U.S. consumer laws and agencies are cited, but the text is stimulating, well-written, and thoroughly documented. sh-a

H 63 G95 332.024

Available from: Van Nostrand
Cost: $13.00 - $20.99

Jackson, Judith. Bibliography of Resources in Economic Education (Book). Toronto: Canadian Foundation for Economic Education, 1982. 46p.

This list is not inclusive but representative of the range of publications available from educational publishers on the subject of economics and the Canadian economy. The list of books, documents, series, periodicals, films and videotapes, kits, games and simulations is meant to be used as a guide, not as a recommendation. The items are not annotated except for the films and videotapes and only material appropriate at the elementary level is so indicated. tg/ue-a

HB 73 J22 016.33

Available from: Canadian Foundation for Economic Education
Cost: $0 - $5.99 paperback

James, Elizabeth. Understanding Money (Book). Milwaukee: Raintree, 1977. 48p.

The purpose of this book is to explain why money is used and how the exchange of money for goods and services occurs. The description of money in Chapter One is completely American and therefore of little applicability here except for comparative purposes. Readers are shown how to open and maintain a savings account. Children could read the text alone or it could be used for class readings. pr

HG 221.5 J349 332.4

Available from: MacDonald-Raintree Canada
Cost: $6.00 - $12.99

Jennings, William E.; Moffat, Peter C.; and Staunton, Edmund G. Canada's Economy: An Activity Approach (Book). Toronto: Ontario Institute for Studies in Education, 1981. 197p.

This series of activities is designed to introduce high school students to Canada's economic system. Activities range from answering questions and drawing graphs to evaluating case studies and suggesting solutions. Each chapter is comprehensive in coverage and includes areas for discussion and for further investigation. The chapter "The Canadian Consumer" for example, covers such topics as personal consumption, government expenditure, how prices are determined, international trade, consumer awareness and redress, and others. A variety of table and illustrative material amply support the text as does the index/glossary of terms and concepts. jh-sh

HC 115 J46 330.971

Available from: OISE Press
Cost: n.a.

Learning About Our Economy (Kit). Chicago: Encyclopedia, 1982.

4 filmstrips, 4 cassettes, teacher's guide.

This series provides an introduction to basic economic principles - needs and wants, choice, scarcity, production, and consumption - for primary and special education students. The series "encourages students to observe and verbalize basic economic concepts and identify them in their own experiences." The filmstrips are entitled "Why People Work," "Making Choices," "Dividing the Work," and "How We Use Money." Content descriptions and scripts are included for each, as are vocabulary, discussion topics and activity suggestions. Bibliography. pr-ue

HB 179 L33 330

Available from: Visual Education Centre
Cost: $125.00

Levi, Maurice D. Economics Deciphered: A Layman's Guide (Book). New York: Basic, 1981. 306p.

This book may seem intimidating because of its subject, its coverage, and its length. Upon second glance, the reader will find that it is clearly written. The preface states that the book is for the bewildered; in order to provide the puzzled reader ample opportunity for learning and discovery, the author has chosen a question and answer format. Anyone discovering an interest in the subject may find the lists of noteworthy books and classical works informative. Index. a

HB 171 L635 330

Available from: Fitzhenry and Whiteside
Cost: $13.00 - $20.99

Miller, Rodger L. Economic Issues for Consumers (Book). 3d ed. St. Paul, MN: West, 1981. 613p.

In this textbook, the author discusses issues in the context of the wants, needs and expectations of consumers, together with the influence of industry and government. Issues include the decision to have children, budgeting, spending, saving, energy costs, government services and consumer responsibility. A study guide and practice session provide opportunities for students to develop decision-making skills and to work through the concepts and problems raised. sh

HG 179 M48 332.024

Available from: West Publishing Co.
Cost: $21.00 - $30.99

Money Go Round and Other Money Matters (Kit). Toronto: Canadian Life and Health Insurance Association, 1972.

1 filmstrip, 1 recording, transparencies, pamphlets.

The kit concerns itself with "the use and abuse of money". Seven paradoxes of economics are presented, some of which are buying and selling, more money and less buying power, and law of diminishing returns. An entertaining format is used. sh

HD 21 M74 339

Available from: Canadian Life and Health Insurance Association
Cost: $6.00 - $12.99

Morgan, James N., and Duncan, Greg J. Making Your Choice Count: Economic Principles for Everyday Decisions (Book). Ann Arbor: University of Michigan Press, 1982. 252p.

Many of the decisions consumers must make are often unknowingly, based on economic principles. The authors suggest that a few such principles "applied in a variety of ways and situations, can serve to inform many decisions." Financial planning, consumer debt and savings, estate planning, and insurance are just some of the topics covered. An appendix provides a formula for consumer decisions involving costs at different times. Glossary and index. a

HB 801 M6925 1982 330

Available from: John Wiley and Sons Canada
Cost: $6.00 - $12.99

Nappi, Andrew T., and Suglia, Anthony T., eds. Economic Education Experiences of Enterprising Teachers (Book). New York: Joint Council on Economic Education, 1982. 126p.

This volume of award-winning lessons describes programs used in American schools with students from kindergarten level to grade 12. A special chapter describes how an entire school is involved in economic education. Another special submission describes how high school students teach units in economics to students in elementary school. Although not a how-to manual, this report is filled with interesting projects and should encourage educators to increase their participation in the economic education effort. tg

H 67 N2 330

Available from: Joint Council on Economic Education
Cost: n.a.

Numis (Game). Vancouver: B.C. Central Credit Union, 1978.

Board, play money, dice.

Numis is a board game for 2, 3 or 4 players. It shows children how money is made up to the sum of 25¢. Each player begins with 5¢ and according to the roll of dice, can add or subtract to his total. They must also keep changing smaller value coins for a coin of greater value. pr

TX 326 N91 332.4

Available from: B.C. Central Credit Union
Cost: n.a.

Pearson, Craig M., and Marfuggi, Joseph R. Pink Pebbles: How Money Began (Game). Middletown, CT: Educational Ventures, 1972.

Various.

A board game for 6 players or 6 teams of 6 which requires a class period to play. Players role dice to acquire possessions which will increase their wealth and position to where they can begin trading, saving, and specializing. Wealthiest player wins. ue-sh

TX 326.P65 330.16

Available from: Educational Ventures
Cost: $6.00 - $12.99

Price, Ray G., et al. Transparencies for General Business for Everyday Living (Transparencies). New York: McGraw-Hill, 1973.

4 volumes.

Vol. 1. What Everyone Should Know About Business
Vol. 2. You as a Consumer - Now
Vol. 3. You as a Consumer - Later
Vol. 4. You as a Worker and a Citizen

These colourful transparencies with masks, overlays and clear labelling, present general business and economic concepts to students. Teacher instructions and discussion questions accompany each transparency.

Volume 1 provides an overview of the business system explaining what business is and does, its role in the free enterprise system, and the function of money, credit and banks. Volume 2 deals with problems of managing money, the need for developing buying skills, and the use of credit. Volume 3 discusses various ways to make money payments, invest money, and purchase insurance. Volume 4 is concerned with income, preparing to work, labour, taxes, economic growth and its problems. Four interesting, useful volumes. jh

HC 79 C63.P93 T68 332

Available from: McGraw-Hill Ryerson
Cost: $125.00/Volume

Riedel, Manfred G. Kid's Guide to the Economy (Book). Englewood Cliffs, NJ: Prentice-Hall, 1976. 47p.

In story form with illustrations, this book covers some of the basic terminology of economics in order to help children gain an understanding of the economy - how it works, why it works, and what words describe its functions. Here are lots of hard facts - and proof that economy can also be fun. pr-ue

H 63 R44 330

Available from: Prentice-Hall
Cost: $6.00 - $12.99

Shirts, R. Garry. Starpower (Game). Del Mar, CA: Simile II, 1969.

Various.

A society is established through the distribution of wealth acquired by trading chips. The wealthiest group then has the power to make the rules. Other groups usually rebel against this and a discussion of power follows. To trade or talk students must hold hands. A class period is required per game. jh-sh

HB 199 SH6 330.16

Available from: Simile II
Cost: $21.00 - $30.99

Trebedies Island (Game). Del Mar, CA: Simile II, 1977.

1 cassette, guides.

Investors, homeowners and business representatives must come to an agreement on who shall provide telephone service to Trebedies Island. Students examine what a monopoly is and are exposed to pricing policies, bidding procedures, the role of government in regulating industry, investor liability, price discrimination and other economic concepts. The game lasts 50 minutes and requires some background knowledge. sh

H 63 T71 338.82

Available from: Simile II
Cost: $13.00 - $20.99

Why We Use Money (Film). Mississauga, ON: Marlin Motion Pictures, n.d.

16mm. colour. 10 minutes.

This amusing story of a ingenious fisherman introduces the basic concept of money and explains why it replaced barter. After he goes through several trades to exchange his fish for a knife, he devises the idea of a specific item for trading. pr-ue

CAF 118

Available from: Marlin Motion Pictures
Cost: $116.00

B. Prices, Inflation and Taxation

Bannister, Rosella. Inflation: Consumers Counter The Cost of Living: A Consumer Education Module for Grades 10-14 (Book). Ypsilanti, MI: Michigan Consumer Education Center, 1980. 72p and Appendix.

This curriculum module is based on a classification scheme of concepts in consumer education. The guide discusses the basis for the concepts approach, presents a model and ways of utilising it. The module is not designed to resolve controversy regarding inflation, but rather to help students in inquiry, decision-making, and action processes. Primarily designed for teachers of high school students, it may also be useful in adult and community education. Organised into ten units, each with learner objectives, learning activities, student worksheets and suggested measurements, the module may be used in classroom periods or in a one-day community program. tg/sh-a

HG 229 B227 332.4

Available from: Michigan Consumer Education Center
Cost: $0 - $5.99

Canada. Revenue Canada. Teaching Taxes (Kit). Ottawa: Information Services Branch, 1983.

2 workbooks, brochure, teacher's guide, teacher's update.

Three components - a teacher's manual containing lesson plans and exercises, a teacher's update of new legislation figures and other changes, and a student's workbook - provide material for teaching the fundamentals of the Canadian income tax system. The material is suitable for use in social studies, mathematics or accounting classes, and has been designed in a series of five modules that take the students step-by-step from simple to complex material. Sample forms and suggested audio visual materials will help make this subject more easily understood. sh-a

HJ 3386 C16 1983 336.2

Available from: Supply and Service Canada
Cost: Free

Case, John. Understanding Inflation (Book). New York: Penguin Books, 1981. 228p.

John Case explains why prices continue to rise, who loses and who gains from inflation, and suggests a system of wage and price controls in their classic form - ceiling prices and wages fixed and enforced by a government agency - as the fairest and most effective way to slow inflation. An explanation of how the inflation rate is calculated, source notes and an index supplement the text. a

HG 229 C35 332.41

Available from: Penguin Books
Cost: $0 - $5.99

Keeping up With the "Jones"es/The Cashless Society (Cassette). Toronto: CBC Learning Systems, n.d.

Cassette. 30 minutes.

Jones families across Canada were asked how they cope with inflation. The tape presents the results, as well as interviews with 2 families. Jones' have sold cars, bought farmland, and are experiencing more family tension as inflation grows. In the cashless society, bank and consumer agency officials discuss the advantages and disadvantages of the Electronic Funds Transfer System. Benefits to the bank are many, but not so for the consumer. jh-a

HG 3755 K24 332.024

Available from: CBC Enterprises
Cost: $6.00 - $12.99

Letourneau, Reginald S. Inflation: The Canadian Experience (Book). Ottawa: Conference Board of Canada, 1980. 79p.

This is a descriptive study concerned with the general causes of inflation and the reasons for rapid inflation in Canada. The path of inflation during the postwar years has been examined with particular emphasis on the 1970's. This material would make useful background reading for teachers of senior high school and adult economics classes. sh-a

HC 115 L56 332.41

Available from: Conference Board of Canada
Cost: $13.00 - $20.99

Price, Ray G., et al. Transparencies for General Business for Everyday Living (Transparencies). New York: McGraw-Hill, 1973.

4 volumes.

Vol. 1.	What Everyone Should Know About Business
Vol. 2.	You as a Consumer - Now
Vol. 3.	You as a Consumer - Later
Vol. 4.	You as a Worker and a Citizen

These colourful transparencies with masks, overlays and clear labelling, present general business and economic concepts to students. Teacher instructions and discussion questions accompany each transparency.

Volume 1 provides an overview of the business system explaining what business is and does, its role in the free enterprise system, and the function of money, credit and banks. Volume 2 deals with problems of managing money, the need for developing buying skills, and the use of credit. Volume 3 discusses various ways to make money payments, invest money, and purchase insurance. Volume 4 is concerned with income, preparing to work, labour, taxes, economic growth and its growth. Four interesting, useful volumes. jh

HC 79.C63.P93.T68 332

Available from: McGraw-Hill Ryerson
Cost: $125.00/Volume

Robinson, H. Lukin. Rising Prices: Why Inflation Hasn't Been Licked and Why It May Never Be (Book). Economy in Crisis. Toronto: James Lorimer, 1978. 125p.

This book attempts to explain how inflation works in capitalist systems in general, and in Canada in particular. Money, types of inflation, the causes of inflation and control of inflation are discussed objectively with no preferred solutions given. The text is a readable mix of theory and example. Not indexed. sh-a

HG 655 R58 332.41

Available from: James Lorimer
Cost: $0 - $5.99

Smith, Jerome F. Runaway Inflation! (Book). Self-Counsel Series. North Vancouver, BC: International Self-Counsel Press, 1979. 84p.

This book documents the American situation, but the author feels that the conclusions and recommendations apply equally to Canada. Part I explains in general, the concept of runaway inflation to assist readers in understanding why traditional savings practices will not work now. Suggestions for a personal investment strategy are given in Part II. sh-a

HG 229 S65 332.41

Available from: International Self-Counsel Press
Cost: $0 - $5.99

C. Business

Amazing Life Games Company. Good Cents: Every Kid's Guide to Making Money (Book). Boston: Houghton Mifflin, 1974. 128p.

Outlines various money making schemes from lemonade stands and selling crafts to services such as dog washing and dryer sitting at the laundromat. Addressed to children, cartoon drawings, black and white photographs, and instructional diagrams vary the format and add interest. Teachers and parents could use ideas for art, drama and seasonal activities. us-jh

HD 8036.A45 640.022

Available from: Houghton Mifflin
Cost: $6.00 - $12.99

Binhammer, H. H. Money, Banking and the Canadian Financial System (Book). 4th ed. Toronto: Methuen, 1982. 602p.

Like its predecessors, the fourth edition "focuses on the lineage, development and practices of institutions which allow us to make payment and obtain credit to enhance our welfare." A variety of revisions and expansions have been made to include such material as brief descriptions of the residential mortgage market and government investment funds such as the Alberta Heritage Savings Trust Fund. Written for college students, this text provides them with much theoretical material on Canada's banking system and monetary policy. The theoretical parts could be omitted and the purely descriptive material used instead as part of the instructor's professional reading. Index. a

HG 185 C2 B57 1982 332.10971

Available from: Methuen
Cost: $21.00 - $30.99

Charles, Carolyn. This Business Called Media (Kit). St. Paul, MN: EMC Corporation, 1976.

5 filmstrips, 5 cassettes, teacher's guide.

Photograph frames and a single narrator tell the story of the development and current use of media in the U.S. Topics include television, radio, newspapers, magazines, and advertising. More valuable are the numerous activities suggested in the teacher's guide. As well, black line duplicating masters of media use inventories, a listening survey, and other projects are provided. sh

P90 C38 301.16

Available from: Marvin Melnyk
Cost: $100.00

Godavari, Sigrun Norma. Electronic Funds Transfer: An Annotated Bibliography (Book). Ottawa: Canadian Home Economics Association, 1982. 78p.

The introduction states that this selected bibliography reflects the impact EFT - the use of computers and telecommunications for cash and credit cards - has on "our laws, our rights, the banking system as well as our social and economic system." Periodical and newspaper citations are annotated and are selected from on-line databases and periodical indexes. They mostly reflect the results of recent American legislation in the past four years. Although there is a lack of Canadian literature, the issues and concerns expressed in the American and European articles are familiar to Canadian citizens. a

Z 7164 F5 G9 016.33217

Available from: Canadian Home Economics Association
Cost: n.a.

Granger, Alix. Don't Bank on It (Book). Toronto: Doubleday, 1981. 297p.

The subtitle "A Consumer's guide to Canadian banks, trust companies, credit unions, and other financial institutions" states the book's focus. This comprehensive work, written in a highly readable, clear and concise style, investigates virtually every aspect of Canada's banking system. Part One describes this major industry in detail, how it works and how it doesn't. The second part analyzes the variety of services banking institutions offer the consumer and provides specific guidelines for avoiding pitfalls while getting a fair deal. "Banking in the future" details the various components of the Electronic Funds Transfer System and how EFTS affects the consumer. Reference notes to chapters are included. a

HG 221 G765 332.17

Available from: Musson
Cost: $6.00 - $12.99

James, Elizabeth, and Barkin, Carol. How to Grow a Hundred Dollars (Book). New York: Lothrop, Lee and Shepard, 1979. 64p.

As she starts her own terrarium, Amy is introduced to such basic economic principles as costs and inflation, profit and loss, interest and loans, advertising, attracting new investors, and eventual liquidation at a profit. Attractive illustrations, simple business record sheets related directly to the text, and easy readability all make this book a pleasant introduction to business principles for elementary students. ue

HF 5386 J347 658.4

Available from: Gage
Cost: $6.00 - $12.99

Krantz, Hazel. 100 Pounds of Popcorn (Book). New York: Scholastic Book Service, 1961. 74p.

Written for children in the primary grades, this story illustrates some of the economic and managerial considerations to be made in running a small business. It does this by relating the problems that arise when a young sister and brother decide to go into the popcorn-making business. pr-ue

HF 5386.K86 659.159

Available from: Scholastic-TAB
Cost: $0 - $5.99

Kwekkeboom, John D. Canadian Business and Consumer Studies (Book). Toronto: McGraw-Hill Ryerson, 1984. 348p.

The aim of this textbook is twofold: the first aim is to introduce junior and senior high school students to Canadian government and business structure and activities; the second aim is to provide students with information on goods and buying practices that will assist them in making sound consumer decisions. There are nine units, with each unit followed by a "Questions" section. Index. jh-sh.

TX 335 K93 1984 640.73

Available from: McGraw-Hill Ryerson
Cost: $13.00 - $20.99

La Brecque, Claude X. Worms for Sale (Book). Don Mills: Thomas Nelson, 1974. 64p.

By means of selling worms, Jacqueline and Lisa are introduced to the complicated world of business. The young girls learn about finance, advertising, and the need for flexibility in the marketplace. pr

PN 3401 L2 658.4

Available from: Nelson Canada
Cost: $6.00 - $12.99

MacInnis, J. Lyman. Handbook of Business Terminology (Book). Don Mills, ON: General Publishing, 1978. 111p.

A dictionary of business terms written in layman's language, which covers legal, accounting, computer, real estate, economic, taxation, labour, investment and general commerce terms. Only definitions are supplied; no pronunciation or derivation information is given. Abbreviations, Latin terms, and business colloquialisms are included. jh-a

HF 1002 M32 650.03

Available from: General Publishing
Cost: $0 - $5.99

Money and Banking (Book Series). Montreal: Bank of Montreal, n.d.

9 booklets.

A series of 4-page modules cover history of money, Canadian banking, savings, chequing accounts, mortgages, and banks and the computer. The series includes a Question and Answer booklet. sh-a

HG 221 M7 332.1

Available from: Bank of Montreal
Cost: Free

Reading and Evaluating Financial Reports (Book). Greenwich, CT: Xerox Learning Systems, 1977.

2 volumes.

A self-paced instruction text on interpreting financial reports. Book One presents financial information and questions which refer to Book Two, a sample annual report. The balance sheet and income statement are interpreted with reference to assets and liabilities, and measures such as Operating Ratio, Profits-Worth Ratio and Net Sales Ratio. Lay-out is well-spaced and cartoon illustrations add humor to the presentation. Learning steps build understanding of financial concepts and tools and understanding is then tested by review and practice cases. Answer key included. sh-a

HF 5681 B2 R22 651.1512

Available from: Xerox Learning Systems
Cost: $21.00 - $30.00

Saskatchewan Co-operation and Co-operative Development. Co-operative Outlooks (Kit). Saskatoon: Co-operative College of Canada, 1979.

3 volumes.

The dual theme of "co-operatives as viable business organizations, and co-operation as a type of human behaviour," is investigated in this unit designed for grades 10 to 11 students. Volume 1 investigates the history, function and organization of co-operatives. Volume 2 provides the student with opportunities to explore special groups. Volume 3 presents material which can help students develop skills necessary to function within the community. Activities are designed to help students assess financial organizations and to promote money management skills. Simulations, opinionaires, case studies, and field trips are some of the learning activities included in this comprehensive unit. tg/sh

HD 3443 S17 334

Available from: Co-operative College of Canada
Cost: Limited distribution, contact publisher

Those Mail Order Millions (Film). n.p.: Pyramid Films, 1976.

16mm. colour. 10 minutes.

Grandma Gulley becomes involved in a mail-order employment scheme whereby she buys salt and pepper shaker sets, decorates them and tries to sell them through the mail. Her efforts and cash outlay are detailed, as are her rewards - no sales. She then relives the experience by going to a consumer agency, checking out the mail-order company, and deciding against the scheme. Actors pantomime the situation using props and painted backdrops while a narrator supplies dialogue and commentary. This busy presentation is sarcastic and amusing. It serves to illustrate the dangers inherent in mail-order schemes and caution prospects to investigate schemes before committing time and money to them. sh-a

CAF 143

Available from: International Tele-Film Enterprises
Cost: Contact publisher

Trust Companies Institute of Canada. Canadian Trust Industry (Book). Scarborough: McGraw-Hill Ryerson, 1980. 136p.

This description of the Canadian trust industry seeks to familiarize readers with the diversity of financial services offered by trust and loan companies. The text consists of an overview of the industry, descriptive information on fiduciary, financial, and real estate services, and future forecasts. The material is presented in a very clear and logical manner. sh-a

HG 4358 T78 1980 332.26

Available from: McGraw-Hill Ryerson
Cost: $13.00 - $20.99

VII. MISCELLANEOUS

Bolster, L. Carey, and Woodburn, H. Douglas. Mathematics In Life: Skills, Consumer and Career Applications (Book). Agincourt, ON: Gage, 1978, 432p.

A practical and well-organized text which might be best suited to a course in high school business mathematics, this book also has applicability for consumer mathematics and for junior high school students if only certain units are selected. The text is arranged in six units of three chapters each with topics ranging from whole number operations through decimals, the metric system and ratios to statistics, algebra and geometry. Each chapter is followed by consumer applications of the skills learned as well as applications possible in a variety of careers. Pre- and post-tests are included for each chapter and calculator exercises conclude each unit. Appendices include answers to all odd-number questions, tables, metric guide, a glossary, and an index. jh-a

HF 5689 B63 513

Available from: Gage
Cost: $13.00 - $20.99

Canada Secretary of State. Perspectives on Women: Study Guide on the Status of Women (Study Cards). Ottawa: The Department, 1978.

10 cards.

This guide introduces issues concerning women - women's place in history, physical difference between men and women, equality, family roles, occupations, and sexism. Suggestions for social action and a list of print and film resources are included. Each section contains a short introduction, quotes and comments which complement or contradict the introduction, and suggestions for discussions and for group and individual projects. Canadian content and the open-ended format enhance the appeal of this well-designed, stimulating guide. sh-a

HQ 1456.C16 P41 301.412

Available from: Canada Secretary of State
Cost: $0 - $5.99

Compeau, Margaret. Exploring Stores: A Teacher's Guide to Investigating Shopping Centres (Book). Victoria: BC Ministry of Consumer and Corporate Affairs, 1981. 68p.

Daily lesson plans and activities involve such skills as listing, mapping, graphing, estimating, analyzing, role playing, planning, oral presentation, interviewing, and problem solving. Art, drama, games and math and language skills are among the activities used to develop students' awareness and experience within a shopping centre. Assignment sheets and a list of supplementary material for students and teachers complete the guide. tg-ue

LB 1584 C64 372.8

Available from: BC Ministry of Consumer and Corporate Affairs
Cost: n.a.

Cooper, Ken. Always Bear Left: And Other Ways to Get Things Done Faster and Easier (Book). New York: Dell Publishing, 1982. 212p.

From dealing with junk mail, cutting through computer red tape and minimizing energy costs to avoiding rip-offs and getting the best service in restaurants, this book will tell you how to get things done quicker, easier and cheaper. The author also offers steps for reading insurance forms, buying a used car, getting a loan, handling credit, and dealing with travel agents. One interesting class activity might be to try to get on the list of contributors by sending in a new idea for the sequel. Bibliography and index. sh-a

HN 90 T5 C66 646.7

Available from: Dell Distributing
Cost: $6.00 - $12.99

Effects and Functions of Television: Children and Adolescents: A Bibliography of Selected Research Literature, 1970-1978 (Book). New York: K.G. Saur, 1978. 172p.

The references in this bibliography deal with the behaviour of children and adolescents in the process of mass communication. The use of television and its effect on these subjects' personality development and socialization is also covered. A contents list provides the subdivision headings for 914 titles which are listed in alphabetical order. Author and subject indexes have been supplied also. a

Z 5814 T45 E3 016.371

Available from: K.G. Saur
Cost: $13.00 - $20.99

Elrick, Thomas F., and Hammond, Franklin. Forms in Your Life (Book). Toronto: Globe/Modern Curriculum Press, 1981. 92p.

Written for students in Canadian schools, this guide includes forms currently used by Canadian companies, institutions, and federal and provincial government agencies. The forms range from job and credit card applications to income tax returns, from armed forces applications to bank deposit forms. Each is accompanied by a short explanation of the use of the form, an exercise, and some "hints and helps." The last page suggests other forms to practice on to further develop these new skills. Although written for young people, the book's contents could be useful in an adult workshop, particularly for those having English as their second language. jh-sh

HF 5371 E57 1981 651.29

Available from: Globe/Modern Curriculum Press
Cost: $0 - $5.99

Gruber, Barbara. Barbara Jean's Household Money Tips (Book). New York: E.P. Dutton, 1983. 201p.

Barbara Jean invites you to get more for your money. Peruse and use her practical tips and you'll soon get the best value for your dollar. There are hundreds of money-saving tips for a variety of interests: supermarket shopping, buying clothes, affordable decorating, low-cost entertaining and traveling, and reducing service costs. The last chapters describe ways to save money by bartering, joining a co-operative, by keeping fit and by giving gifts that are personal and hand-made. Index. a

TX 158 G79 640

Available from: Beaverbooks
Cost: $6.00 - $12.99

Gueulette, David G., ed. Microcomputers for Adult Learning: Potentials and Perils (Book). Chicago: Follett Publishing, 1982. 228p.

The articles in this anthology explore three major concerns: the potentials of microcomputers for instruction, the perils, and the "recommendations for the appropriate implementation and use of microcomputers for the instruction of adults." Subjects covered include the perceptions of decision-makers concerning microcomputers for adult learning, in-service training, and information resources for computer-assisted instruction. A glossary of technical terms is provided. a

LC 5219 M47 374.02

Available from: Globe/Modern Curriculum Press
Cost: $21.00 - $30.99

Horn, Robert E. Guide to Simulations/Games for Education and Training (Book). 4th ed. Beverly Hills: Sage, 1980.

2 volumes.

This is a list of games which includes data such as age level, number of players, playing time, a comment on the object of the game (whether it is competitive, involves team play, etc.), a description of how the game is played and its cost and producer. tg

LB 1029.G3 Z94 371.3078

Available from: Sage
Cost: $31.00 - $50.00

Kaye, Evelyn. ACT Guide to Children's Television (Book). rev. ed. Boston: Beacon Press, 1979. 226p.

The American ACT organization (Action for Children's Television) has published this guide for adults who are concerned about television's impact on children. Comments by various professionals are provided and children's television programming in other countries is considered briefly. Chapters are devoted to the issues of TV and violence, advertising, and the classroom. A children's workbook offers charts for teaching children to use television wisely. Suggestions and monitoring forms are supplied to help adults be critical about children's viewing selections. a

HQ 784 T4 A3 301.161

Available from: Fitzhenry and Whiteside
Cost: $6.00 - $12.99

Kelley, Michael R. Parent's Guide to Television: Making The Most of It (Book). New York: John Wiley, 1983. 126p.

The author analyzes television's strengths and weaknesses and suggests activities and discussion topics that "can make television viewing a positive experience for children." The majority of the text introduces activities for various age levels: preschoolers, children in grade school, teens, and adults. Suggested readings and a "short course in broadcasting" offering statistics should aid in the understanding of the medium by parents, teachers, grandparents and anyone else who worries about the effect of television on today's children. a

HQ 784 T4 K44 1983 791.45

Available from: John Wiley & Sons Canada
Cost: $6.00 - $12.99

Mosaic of Family Studies (Book). Ottawa: Vanier Institute, 1981. 37p.

A report on an international colloquium held in 1975 in Banff, Alberta, on the conceptual framework of family studies. a

TX 321 M77 301

Available from: Vanier Institute
Cost: $6.00 - $12.99

Moysey, JoAnne. Your Move (Book). rev. ed. Toronto: MacMillan, 1981. 138p.

This book introduces the reader to all aspects of relocation, from moving preparations to settling in. Useful information is provided on co-operative housing and custom-built homes as well as new and older homes. Apartment dwellers will find advice on leases, lease termination and subletting. Home owners are given tips on preparing the home for sale or lease. Potential homeowners are given guidelines on what to look for in a home, organizing the household for moving day and for settling in. A glossary of real estate terms can be found in Chapter Two. There are several appendices including a reading list for children. a

TX 307 M69 1981 698.9

Available from: Financial Post
Cost: $13.00 - $20.99

Parton, Nicole. Nicole Parton's 2nd Answer Book (Book). Vancouver: Vancouver Sun, 1981. 83p.

The 1980 edition was referred to as a "how-to-guide to do practically everything ... for practically nothing." Nicole Parton calls this one "a world of answers in your hands." Indeed true, for she offers thousands of household hints from toddler-proofing kitchen cupboard doors to tricks for "metriculation." Her preface includes an old consumer slogan: "Use it up; wear it out; make it do; do without." It nicely sums up the book's coverage and philosophy. a

TX 158 P257 640

Available from: Vancouver Sun
Cost: $0 - $5.99

Regan, Ellen M., and Harris, Marion. To Learn/To Think: Curriculum Materials for the Kindergarten (Book). Toronto: Institute for Studies in Education, 1980. 75p.

Designed to "promote concept learning and the development of the thinking skills in young children" these materials are organized into diagnostic activities for learning basic meanings, using simple concepts, communication skills and relationship thinking. Intended for use in the kindergarten program, many of the tasks and activities are useful at the primary level, in special education or in teaching English as a second language to children. tg/pr

LB 1169 R43 372.218

Available from: OISE Press
Cost: $6.00 - $12.99 paperback

Shulman, Lawrence. Skills of Helping Individuals and Groups (Book). Itasca, IL: F.E. Peacock, 1979. 365p.

In the belief that helping skills can be defined, illustrated and taught, Dr. Shulman attempts to "describe a framework of the helping process, a number of models which provide the connections between the framework and practice, and the identification of skills needed to put the framework into action." Part One begins with work with individuals, Part Two focuses on work with groups and Part Three examines the skills used in working with such people as doctors and teachers. Both the beginning and experienced practitioner will find useful material. Index. a

HG 179 S49 371.4

Available from: F.E. Peacock Publications
Cost: $21.00 - $30.99

Singer, Dorothy G. Teaching Television: How to Use TV to Your Child's Advantage (Book). New York: Dial Press, 1981. 201p.

For parents of school age children, ranging from preschool to junior high, but particularly elementary levels, this book's purpose is to help parents teach their children to be more selective in choosing television programs. It also aims to help parents in using television programs - programs their children are already watching - to stimulate learning. The book answers some of the questions parents have about TV, discusses role models, violence, and commercials, and explains how television works. Each chapter concludes with a list of special words and ideas for children to review, discussion ideas, activities for children, and suggested readings for parents or for children. Cartoon drawings and activity sheets encourage the participation of children. Sources for television-related materials and a reference list of materials describing the design and results of research provide parents and teachers with additional reading. Index. a

HQ 784.T4 S54 372.13

Available from: Doubleday Canada
Cost: $6.00 - $12.99

Smith, Robert M. Learning How to Learn: Applied Theory for Adults (Book). New York: Cambridge, 1982. 201p.

Part 1 defines three interrelated components of the learning-how-to-learn concept: learners' needs, learning style and training. Learning contracts and behaviour modification are among the methods for learning that are described in Part 2. Part 3 provides adult educators and trainers with a model workshop on self-directed learning. Appendices of activities, exercises, forms and inventories supplement the discussion and guidelines. Administrators, program planners, instructors and adult students will find this book an important resource. Bibliography and index. a

LB 1060 S64 1982 374

Available from: Globe/Modern Curriculum Press
Cost: $21.00 - $30.99

Standards Are For Living (Film). Ottawa: Standards Council of Canada, n.d.

16 mm. colour. 14 minutes.

Explains what standards are, why we need them, and how they are developed. How consumers can influence standards, the advantages of standards, and the use of metric standards are discussed. Shots of researchers, standards committees, product testing and actual products in use combine with good narration to make this an interesting, informative film. jh-a

CAF 139

Available from: Standards Council of Canada
Cost: Contact publisher

TV - Impact on Children: What Are the Issues? (Kit). Insights into Consumer Issues. New York: J.C. Penney, 1979.

Various.

Television's impact on children is looked at through the roles and viewpoints of consumers, children's interest groups, business and government. Designed for use in consumer education programs, the kit includes a poster, radio and TV spots, a newspaper column and activity sheets for individuals and small groups. tg/a

HQ 784 T4 T9 301.161

Available from: J.C. Penney
Cost: $0 - $5.99

Taylor, Phoebe. How to Succeed in the Business of Finding a Job (Book). Chicago: Nelson-Hall, 1975. 161p.

The author has fifteen years experience as an employment counsellor and offers anecdotes from this experience to assist people on both sides of the hiring desk. She discusses how to deal with the psychological problems of a job search including the strategy to use in obtaining work. Your marketability in the job market can be determined by using the suggested three-part questionnaire, Selectascope, covering your abilities, skills, and minimum job requirements. There are also chapters on resumes and the process of hiring. sh-a

HF 5383 T3 371.4

Available from: Book Centre
Cost: $6.00 - $12.99

Top Tips from "Consumer Reports": How to Do Things Better, Faster, Cheaper (Book). Mount Vernon, NY: Consumers Union, 1982. 319p.

Consumer Reports magazine is the source, but in this one-volume reference each topic is described in just a page or two. Several topics are gathered together under eleven categories: appliances, automobiles, energy conservation, finance, food, health, home maintenance, kitchen, leisure, personal care, and security. a

TX 158 T88 1982 640

Available from: Consumer Reports Books
Cost: $6.00 - $12.99

Using The Metric System (Kit). Universal City, CA: Universal Education and Visual Arts, 1974.

6 filmstrips, 3 cassettes, teacher's guide.

Focuses on the basic units needed in everyday life in an appealing manner. It includes measuring length, capacity, mass, temperature, calories as well as metric tools. Serves as an excellent introduction for all students entering the world of metriculation. The section on measuring length reveals U.S. orientation although the overall quality of the film warrants overlooking this drawback. ue-sh

QC 91 US4 389

Available from: Universal Education and Visual Arts
Cost: $100.00

Wahlstrom, Merlin W. Early Childhood Education: Perceptions of Programs and Children's Characteristics (Book). Toronto: Ontario Ministry of Education, 1980. 224p.

A summary of programs in Ontario for 3 to 8 year olds, this research examines the "problems, priorities and practices which have determined the range and nature of these opportunities." Two questionnaires developed to monitor these areas in the delivery of programs, were administered to school boards, focusing on the provision of services, and to teacher federations and parent associations, requesting response to the services delivered. Interviews of native and major ethnoculture groups observed reactions to the programs available. Statistics, program descriptions and the questionnaires address issues in the field and cover programs in day care, kindergarten, special education, French language schools, private schools, publicly-supported alternative schools, French as a second language programs, and hospitalized and homebound programs. a

LB 1140 W26 372.21

Available from: OISE Press
Cost: $0 - $5.99

Weber, Louise, and Weber, M.C. Kids 'N Catalogs (Book). Nashville: Incentive, 1976. 112p.

Presents activities and ideas for developing and reinforcing reading skills using mail-order catalogues. Activities develop word recognition, word meaning, word analysis, comprehension, and communication skills. Each activity outlines skill purpose, preparation directions, implementation procedure and extension activities. Drawings often illustrate the activities. Activities vary in method and pre-reading skills required. A professional resource. tg/pr-ue

LB 1573 W38 372.414

Available from: Atlantic Book
Cost: $0 - $5.99

Wilt, Joy. Kid's TV Guide (Book). Chicago: Children's Press, 1979. 128p.

The book's subtitle, "A children's book about watching TV intelligently" indicates the approach the author takes. The book simply explains to the reader how to choose programs, how to look at commercials critically and how to watch TV safely. Some of TV's good aspects are discussed as well as the bad. The style is thoughtful, simple and amusing. Illustrations help the reader more easily accept the concepts that are being taught. pr-ue

HQ 784 T4 W492 305.23

Available from: Nelson Canada
Cost: $6.00 - $12.99

Winn, Marie. Plug-In Drug; Television, Children, and the Family (Book). New York: Bantam, 1978. 258p.

The author presents research findings to support her contention that television watching itself, regardless of content, damages child development and family relations. The four sections consider television addiction, television and the child, the family, and no television. Case studies and individual experiences provide examples of damaging effects that television can have on parent-child relationships. a

HE 8696 W73 301.161

Available from: Bantam Books of Canada
Cost: $0 - $5.99

Young, Lorelle, and Bielefeld, Carole. Hometrics (Book). Sunnyvale, CA: Enrich, 1977. 104p.

A U.S. handbook which introduces the metric system to teachers, students, and homemakers. Considering that people learn best by doing, after simple explanations of metric measures, activities using metric quantities are presented. Exercises in kitchen metrics, the metrics of nutrition and diet, metric clothing, the metric home, and leisure metrics are provided. Attractive, useful material. jh-a

AC 91.Y7 389.152

Available from: Moyer Vico
Cost: $6.00 - $12.99

VIII. PERIODICALS

CSA & The Consumer (Periodical). Rexdale, ON: Canadian Standards Association. 3 issues per year.

This guide is published by the Canadian Standards Association, which is concerned with the consumer and his safety. CSA has written standards for electrical appliances and other industrial and consumer items. They test items and only those products which meet precise requirements are permitted to bear the CSA symbol. This newsletter reports on new developments such as the adoption of the metric system, new standards in the general realm of safety, and it advocates safe practices in the use of appliances and equipment.

Available from: Canadian Standards Association
Cost: Free

Canadian Consumer (Periodical). Ottawa: Consumers' Association of Canada. Monthly.

Published by the CAC, this magazine is an excellent source of Canadian consumer information. It contains reports on tests conducted on a wide variety of merchandise. Products are rated according to performance, quality, safety and cost. It also reports on consumer legislation and on the CAC's activities on a federal and provincial level. An index to the previous year appears in every issue. Also indexed in Canadian Periodical Index.

Available from: Consumers' Association of Canada
Cost: $13.00 - $20.99

Changing Times: The Kiplinger Magazine (Periodical). Washington, DC: Kiplinger Washington Editors. Monthly.

A useful magazine furnishing consumers with basic money-making and money-saving advice in an easy-to-follow fashion. Changing Times is not a product rating magazine, but most of its articles discuss some aspect of consumerism. A wide range of topics are covered including budgeting, insurance, credit, food, automobiles and retirement. A regular column replies to consumer queries and another, "News Behind the Ads" discusses advertising strategy. A cumulative index for the year is printed in the December issue. Indexed in Reader's Guide.

Available from: Kiplinger Washington Editors
Cost: $13.00 - $20.99

Consumer Reports (Periodical). Mount Vernon, NY: Consumers' Union of the United States. Monthly.

The best-known of the consumer buyers' guide, this magazine provides test reports and ratings on a wide variety of products. Brands are rated for quality and those appreciably superior are "check-rated". Accompanying articles provide a detailed description of brand features. Reports and comments on a variety of consumer issues and the activities of government and independent consumer organizations are included. Each issue contains a cumulative index for the previous eleven months. The December issue is the Annual Buying Guide, a compendium of product test reports and buying information.

Available from: Consumers' Union of the United States
Cost: $13.00 - $20.99

Consumers' Research (Periodical). Washington, DC: Consumers' Research, Incorporated. Monthly.

Consumers' Research is an independent, nonprofit organization supported by the consumers who buy its publications. The primary aim of this periodical is to present the results of laboratory and other tests on a wide range of consumer goods and services. There are also discussions of broader issues affecting the consumer. Regular columns include Tips for Consumers. The Legal Corner, Consumers' Observation Post, and Recorded Music in Review. Each issue contains a cumulative index for the previous eleven months.

Available from: Consumers' Research, Incorporated
Cost: $13.00 - $12.99

Current Consumer and Lifestudies. Highland Park, IL: Curriculum Innovations. Monthly (during school year, September to May).

As the subtitle indicates, this magazine is a "practical guide to real life issues." Each issue explores a variety of consumer related topics, including buying skills, rights and responsibilities, lifestyles and money management. The format is comprised of checklists, tips and factual narratives. A teacher's edition outlining objectives and class expenses accompanies each issue. Children, youths and teachers are the intended audience of this straight-forward instructional guide. Most useful in a classroom situation. A yearly index appears in the May issue.

Available from: Curriculum Innovations
Cost: $0 - $5.99

Everybody's Money (Periodical). Madison, WI: Credit Union National Association. Quarterly.

This periodical provides useful information to help with money management. It presents informative articles written by experts on topics such as budgeting, housing, insurance and more. Regular features include the complaint ledger, book reviews, and "Brief Case", which contains brief topic discussions, often with accompanying addresses for further information. It also includes a reader's reply column and lists of useful publications.

Available from: Credit Union National Association
Cost: $0 - $5.99

Market Highlights (Periodical). Edmonton: Alberta Consumer and Corporate Affairs. Research and Planning Branch. Monthly.

A monthly bulletin which summarizes data collected by the research section of the Alberta Consumer and Corporate Affairs. Information is reported under five headings - Primary Industry; Secondary Manufacturing; Services; Government and Miscellaneous. These categories contain brief forecast reports, price reports and other information on topics from agriculture, appliances, insurance and utilities to merchandising. An alphabetical index to topics is prepared quarterly. Interesting current information regarding the Alberta and Canadian marketing situation.

Available from: Alberta Consumer and Corporate Affairs. Research and Planning Branch
Cost: Free

Penny Power (Periodical). Mount Vernon, NY: Consumers' Union of the United States. 6 issues per year.

This is a Consumer Reports magazine just for children between the ages of 8 and 12 . Reports of product testing and services available are given for items of interest to this age group. Stories, comics, games and puzzles are used to provide readers with the latest consumer information. For a minimum order of ten, a special subscription price is available to schools which includes activity guides.

Available from: Consumers' Union of the United States
Cost: $6.00 - $12.99

Protect Yourself (Periodical). Québec: Québec Office de la protection du consummateur. Monthly.

This Quebec publication is another excellent source of Canadian consumer information. Each issue reports on tests conducted on a variety of merchandise, rating products according to performance, quality and cost. The rest of the magazine is devoted to various aspects of consumerism ranging from buying cut flowers, stopping the flow of unwanted junk mail, reducing home heating costs, and negotiating loans, to consumer problems in the People's Republic of China. Regular columns answer consumer and automobile queries, alert the consumer to product and automobile recalls, report on the activities of consumer organizations or the results of court cases. a

Available from: Les Éditions Protégez-Vous Inc.
Cost: $6.00 - $12.99

PAMPHLET SOURCES

ALBERTA

Alberta Department of Agriculture
Print Media Branch
Main Floor
7000 - 113 Street
Edmonton, AB
TH6 5T6

Alberta Consumer and Corporate Affairs
Box 1616
Edmonton, AB
T5J 2N9

Regional Offices of Alberta Consumer and Corporate Affairs are located in the following places:

Alberta Consumer and Corporate Affairs
Calgary Regional Office
7015 Macleod Trail South
Box 5880, Postal Station A
Calgary, AB
T2H 2M9

Alberta Consumer and Corporate Affairs
Edmonton Regional Office
3rd Floor, Capilano Centre
9945 - 50th Street
Edmonton, AB
T6A 0L4

Alberta Consumer and Corporate Affairs
Fort McMurray Regional Office
Fort McMurray Provincial Building
5th Floor, West Tower
9915 Franklin Avenue
Fort McMurray, AB
T9H 2K4

Alberta Consumer and Corporate Affairs
Grande Prairie Sub-Office
Grande Prairie Provincial Building
10320 - 99 Street
Box 7
Grande Prairie, AB
T8V 6J4

Alberta Consumer and Corporate Affairs
Lethbridge Regional Office
#300 Professional Building
740 - 4th Avenue S.
Lethbridge, AB
T1J 0N8

Alberta Consumer and Corporate Affairs
Medicine Hat Sub-Office
#219 Professional Building
770 - 6 Street S.W.
Medicine Hat, AB
T1A 4J6

Alberta Consumer and Corporate Affairs
Peace River Regional Office
9621 - 96th Avenue
Bag 900, Box 9
Peace River, AB
T0H 2X0

Alberta Consumer and Corporate Affairs
Red Deer Regional Office
2nd Floor, Provincial Building
4920 - 51 Street
Red Deer, AB
T4N 6K8

Alberta Energy and Natural Resources
Energy Conservation Branch
7th Floor, 9915 - 108 Street
Edmonton, AB
T5K 2C9

Alberta Home Mortgage Corporation
Public Relations
#500, 10050 - 112 Street
Edmonton, AB
T5K 2J1

Alberta Housing Corporation
Public Relations
Atria Building
9405 - 50 Street
Edmonton, AB
T6B 2T4

Alberta Safety Council
10526 Jasper Avenue
Suite 201
Edmonton, AB
T5J 1Z7

Alberta Women's Bureau
1910 Capitol Square
10065 Jasper Avenue
Edmonton, AB
T5J 3B1

Better Business Bureau of Edmonton
600, 10240 - 124 Street
Edmonton, AB
T5N 3W6

Credit Union Central
11715B - 108 Avenue
Edmonton, AB
T5H 1B8

Edmonton Power
Customer Services
8th Floor, Continental Bank Building
10250 - 101 Street
Edmonton, AB
T5J 3E9

Legal Resource Centre
University of Alberta Extension
10047 - 81 Avenue
Edmonton, AB
T6E 1W7

Rural Education and Development Association
14815 - 119 Avenue
Edmonton, AB
T5L 2N9

CANADA

Association of Canadian Financial Corporation
115 Danforth Avenue
Toronto, ON
M4K 1N2

BC Ministry of Consumer and Corporate Affairs
940 Blanshard Street
Victoria, BC
V8W 3E6

Bank of British Columbia
1725 Two Bentall Centre
555 Burrard Street
Vancouver, BC
V7X 1K1

Bank of Montreal
129 St. James Street
Montreal, PQ
H2Y 1L6

Bank of Nova Scotia (Scotia Bank)
44 King Street, W.
Toronto, ON
M5H 1H1

Canada Department of Agriculture
Information Division
Sir John Carling Building
Carling Avenue
Ottawa, ON
K1A 0C5

Canada Department of Consumer and Corporate Affairs
Edmonton District Office
10225 - 100 Avenue
Edmonton, AB
T5J 0A1

Canada Department for Energy, Mines and Resources Information
2nd Floor, Room 200
22 Sir Winston Churchill Avenue
St. Albert, AB
T8N 1B4

Canada Department of National Health and Welfare Consultant, Educational Services
Health Protection Branch
Room 30, Commonwealth Building
9912 - 106 Street
Edmonton, AB
T5K 1E7

Canada Department of National Revenue
Information Services
Revenue Canada, Taxation
875 Heron Road
Ottawa, ON
K1A 0L8

Canadian Advertising Advisory Board
1240 Bay Street, Suite 302
Toronto, ON
M5R 2A7

Canadian Banker's Association
Toronto-Dominion Centre
P.O. Box 282
Toronto, ON
M5K 1K2

Canadian Commercial Bank
1801 Canadian Commercial Bank Tower
10104 - 103 Avenue
Edmonton, AB
T5J 0HB

Canadian Foundation for Economic Education
Suite 560 - 252 Bloor Street, W.
Toronto, ON
M5S 1V5

Canadian Imperial Bank of Commerce
Commerce Court
Toronto, ON
M5L 1A2

Canadian Life and Health Insurance Association
Suite 2500 - 20 Queen Street, W.
Toronto, ON
M5H 3S2

Canada Mortgage and Housing Corporation
12315 Stony Plain Road
Edmonton, AB
T5N 3Y8

Continental Bank of Canada
Continental Bank Building
130 Adelaide Street, W.
Toronto, ON
M5H 3R2

Insurance Bureau of Canada
1105 - 10080 Jasper Avenue
Edmonton, AB
T5J 1V9

Manitoba Department of Consumer and Corporate Affairs
Consumer Communications
1023 - 405 Broadway Avenue
Winnipeg, MB
R3C 3L6

Manitoba Department of Health
7th Floor, 175 Hargrave Street
Winnipeg, MB
R3C 0V8

Mercantile Bank of Canada
770 Sherbrooke Street, W.
Montreal, PQ
H3A 1G1

Metric Commission Canada
255 Argyle Avenue
Ottawa, ON
K1A 0C9

Ministère de l' habitation et de la Protection du Consommateur
Office de la protection du consommateur
6, rue de l'Université
Quebec, PQ
G1R 5G8

National Bank of Canada
500 Place d'Arms
Montreal, PQ
H2Y 2W3

Northland Bank
520 5th Avenue, S.W.
Calgary, AB
T2P 3R6

Nova Scotia Department of Consumer Affairs
Consumer Services Bureau
5151 Terminal Road
P.O. Box 998
Halifax, NS
B3J 2X3

Ontario Ministry of Consumer and Commercial Relations
Communications Branch, 9th Floor
555 Yonge Street
Toronto, ON
M7A 2H6

PEI Department of Community and Cultural Affairs
Consumer Services
Jones Building, 11 Kent Street
P.O. Box 2000
Charlottetown, PE
C1A 7N8

Royal Bank of Canada
Royal Bank of Canada Building
1 Place Ville Marie
Box 6001
Montreal, PQ
H3C 3A9

Saskatchewan Department of Consumer and Commercial Affairs
1871 Smith Street
Regina, SK
S4P 3V7

Toronto Dominion Bank
Toronto Dominion Centre
Box 1
Toronto, ON
M5K 1A2

Western & Pacific Bank of Canada
#1560 - 625 Howe Street
Vancouver, BC
V6C 2T6

UNITED STATES

Superintendent of Documents
U.S. Government Printing Office
North Capitol, H-Street N.W.
Washington, DC
20401

U.S. Department of Agriculture
Office of Consumer Affairs
14 Street and Independence Avenue, S.W.
Administration Building, Room 432-W
Washington, DC
20250

U.S. Department of Energy
Office of Consumer Affairs
1000 Independence Avenue, S.W.
Room 7B192
Washington, DC
20585

U.S. Department of Health and Human Services
Office of the Secretary
200 Independence Avenue, S.W.
Hubert H. Humphrey Building - Room 615F
Washington, DC
20201

U.S. Department of Housing and Urban Development
451 Seventh Street, S.W.
HUD Building - Room 10000
Washington, DC
20410

U.S. Environment Protection Agency
401 M-Street, S.W.
Waterside Mall West Tower
Washington, DC
20460

U.S. Federal Trade Commission
Bureau of Consumer Protection
600 E-Street, N.W. - Room 660
Washington, DC
20580

SUPPLIERS

ABT Associates
Games Central
55 Wheeler Street
Cambridge, MA
02138

Academic Press Canada
55 Barber Greene Road
Don Mills, ON
M3C 2A1

ACCESS Alberta
Media Resource Centre/Dubbing Centre
Health Sciences Centre
1611 - 29 Street N.W.
Calgary, AB
2TN 4JB

ACCESS TV North
16930 - 114 Avenue
Edmonton, AB
T5M 3S2

Acropolis Books
Colortone Building
2400 - 17 Street N.W.
Washington, DC
20009

Ad-Tapes
P.O. Box 66
Palos Verdes Estates, CA
90274

Addison-Wesley (Canada)
P.O. Box 580
36 Prince Andrew Place
Don Mills, ON
M3C 2T8

AEtna Life and Casualty Corporate Communications, DA06
Media Resources
151 Farmington Avenue
Hartford, CT
06156

AIM Educational Aids
P.O. Box 86704
1230 Sutherland Avenue
North Vancouver, BC
V7L 4L2

Alberta Agriculture
Publications Office
7000 - 113 Street
Edmonton, AB
T6H 5T6

Alberta Consumer and Corporate Affairs
Box 1616
Edmonton, AB
T5J 2N9

Alberta Consumer and Corporate Affairs
Research and Planning Branch
8th Floor Capitol Square
10065 Jasper Avenue
Edmonton, AB
T5J 3B1

Alberta Consumer and Corporate Affairs
Resource Centre
Main Floor, Garneau Professional Centre
11044 - 82 Avenue
Edmonton, AB
T6G 0T2

Alberta Manpower
Career Resources Branch
2nd Floor, Sun Building
10363 - 108 Street
Edmonton, AB
T5J 1L8

Allyn and Bacon Canada
200 Steelcase Road E.
Markham, ON
L3R 1G2

American Bankers Association
1120 Connecticut Avenue, N.W.
Washington, DC
20036

American Council of Life Insurance
Teacher Education Program
Education Services
1850 K - Street N.W.
Washington, DC
20006

Analytech Management Consulting
Ste. C-30
915 - King Street
Alexandria, VA
22314

Association of Teacher Educators
1900 Association Dr., Suite ATE
Reston, VA
22091

Atlantic Book
71 Golf Club Road
Fredericton, NB
E3B 5M3

Avon Books of Canada
2061 McCowan Road
Suite 210
Scarborough, ON
M1S 3Y6

Ballantine Books of Canada
5390 Ambler Drive
Mississauga, ON
L4W 1Y7

Bank of Montreal
Consumer Education
Public Affairs Department
P.O. Box 6002
Montreal, PQ
H3C 3B1

Bantam Books of Canada
60 Street, Clair Avenue E
Suite 601
Toronto, ON
M4T 1N5

BC Central Credit Union
P.O. Box 2038
Vancouver, BC
V6B 3R9

BC Ministry of Consumer and Corporate Affairs
940 Blanshard Street
Victoria, BC
V8V 3E6

Beaverbooks
195 Allstate Parkway
Markham, ON
L3R 4T8

Bejo Sales
2353 Anson Drive
Mississauga, ON
L5S 1G1

Benjamin Company
1 West Chester Plaza
Elmsford, NY
10523

Book Centre
1140 Beaulac Street
Montreal, PQ
H4R 1R8

Bowker
P.O. Box 1807
Ann Arbor, MI
48106

Brigham Young University
Provo, UT
84602

Business Books
Box 734
Lindsay, ON
K9V 4J9

Butterick Publishing
708 Third Avenue
New York, NY
10017

Butterworths
2265 Midland Avenue
Scarborough, ON
M1P 4S1

California Department of
Consumer Affairs
1020 N. Street
Sacramento, CA
95814

California State Department of
Education
721 Capitol Mall
Sacramento, CA
95814

Canada Consumer and Corporate
Affairs
Consumer Services Branch
17th Floor, Place du Portage,
Phase I
68 Victoria Street
Hull, PQ
K1A 0C9

Canada Secretary of the State
Department
Information Service Directorate
Ministry of the Solicitor General
Ottawa, ON
K1A 0M5

Canada Supply and Services
Place du Portage, Phase II
11 Laurier Street
Hull, PQ
K1A 0S5

Canadian Advertising Advisory
Board
1240 Bay Street, Suite 302
Toronto, ON
M5R 2A7

Canadian Automobile
Association
1075 Court Wood Crescent
Ottawa, ON
K2P 0A6

Canadian Banker's Association
P.O. Box 282
Toronto Dominion Centre
Toronto, ON
M5K 1K2

Canadian Council on Social
Development
55 Parkdale Avenue
P.O. Box 3505, Postal Station C
Ottawa, ON
K1Y 4G1

Canadian Foundation for
Economic Education
252 Bloor Street, W.
Suite 5-130
Toronto, ON
M5S 1V5

Canadian Home Economics
Association
151 Slater Street
Ottawa, ON
K1P 5H3

Canadian Learning Company
67 Mowat Avenue, Suite 338
Toronto, ON
M6K 3E3

Canadian Life and Health
Insurance Association
Education Division
44 King Street, W.
Toronto, ON
M5H 1E9

Canadian Standards Association
178 Rexdale Boulevard
Rexdale, ON
M9W 1R3

Canadian Toy Testing Council
P.O. Box 6014
Station J
Ottawa, ON
K2A 1T1

CBC Enterprises
P.O. Box 500 Station A
Toronto, ON
M5W 1E6

Celo Press
Route 5
Burnsville, NC
28714

Cenco Canada
2200 South Sheridan Way
Mississauga, ON
L5J 2M5

Centre for the Study of
Responsive Law
P.O. Box 19367
Washington, DC
20036

Changing Times Education
Services
300 York Avenue
St. Paul, MN
55101

Charles C. Thomas
301 - 327 E. Lawrence Avenue
Springfield, IL
62717

City of Edmonton Planning
Department
Information Services
11th Floor, Phipps-McKinnon
Building
10020 - 101A Avenue
Edmonton, AB
T5J 3G2

Clark-Irwin
Clarwin House
791 St. Clair Avenue, W.
Toronto, ON
M6C 1B8

Clemson University
Vocational Education Media
Center
Clemson, SC
29631

Co-operative College of Canada
141 105 Street W.
Saskatoon, SK
S7N 1N3

Collier MacMillan Canada
539 Collier MacMillan Drive
Cambridge, ON
N1R 5W9

Colorado State University
Fort Collins, CO
80523

Community Legal Education
Ontario
111 Queen Street, E.
Suite 310
Toronto, ON
M5C 1S2

Conference Board of Canada
Suite 100
25 McArthur Road
Ottawa, ON
K1L 6R3

Consumer Education Resource
Network (CERN)
1555 Wilson Boulevard
Suite 600
Rosslyn, VA
22209

Consumer Information Centre
555 Yonge Street
Toronto, ON
M7A 2H6

Consumer Reports Books
Box C - 719
Brooklyn, NY
11205

Consumers' Association of
Canada
2660 Southvale Cresent, Level 3
Ottawa, ON
K1B 5C4

Consumers' Association of
Canada
BC Branch
#103 - 180 West Hastings St.
Vancouver, BC
V6B 1H5

Consumers' Association of
Canada
Edmonton Branch
8020 - 118 Avenue
Edmonton, AB
T5B 0R8

Consumers' Research
517 2nd Street, N.E.
Washington, DC
20002

Consumers Union of the United
States
256 Washington Street
Mount Vernon, NY
10553

Copp Clark Pitman
495 Wellington Street, W.
Toronto, ON
M5V 1E9

Cornell University
Distribution Centre C
7 Research Park
Ithaca, NY
14850

Coronet Instructional Media
200 Steelcase Road, E.
Markham, ON
L3R 1G2

CPA Publishers
1 Heather Road
Toronto, ON
M4G 3G2

Credit Management Services
Credit Union National
Association
Box 800
Toronto, ON
M8Z 5RZ

Credit Union Central
8500 MacLeod Trail S.E.
Calgary, AB
T2H 2N1

Credit Union National
Association
Box 431
Madison, WI
53701

CUNA Mutual Insurance Society
Credit Union National
Association
Box 800
Toronto, ON
M8Z 5R2

Current Affairs
P.O. Box 398
24 Danbury Road
Wilton, CT
06897

Curriculum Innovations
3500 Western Avenue
Highland Park, IL
60035

D.C. Heath Canada
Suite 1600
100 Adelaide Street, W.
Toronto, ON
M5H 1S9

Delisle Productions
40 St. Clair Avenue, W.
Toronto, ON
M4V 1M2

Dell Distributing
Division of Doubleday Canada
105 Bond Street
Toronto, ON
M5B 1Y3

Dodd Mead (Canada)
25 Hollinger Road
Toronto, ON
M5B 3G2

Dominie Press
345 Nugget Avenue, Unit 15
Agincourt, ON
M1S 4J4

Doris D. Sarjeant
P.O. Box 58
Hampton, NB
E0G 1Z0

Doubleday Canada
105 Bond Street
Toronto, ON
M5B 1Y3

Educational Design
47 West 13th Street
New York, NY
10011

Educational Diagnostic Services
P.O. Box 347
Valparaiso, IN
46383

Educational Ventures
209 Court Street
Middletown, CT
06457

Educator Supplies
105 Falcon Street
London, ON
N5W 5H2

Edu-Media Ltd.
One Adam Street
Kitchener, ON
N2H 5P6

Elsevier North Holland
52 Vanderbilt Avenue
New York, NY
10017

Emerson Books
Reynolds Lane
Buchanan, NY
10511

Encyclopedia Britannica
Britannica Learning Materials
2 Bloor Street W.
Suite 1100
Toronto, ON
M4W 3J1

Fairchild Publications
7E, 12th Street
New York, NY
10003

Fawcett Books
1515 Broadway
New York, NY
10036

F.E. Peacock Publications
115 N. Prospect Avenue
Itasca, IL
60143

Financial Post Books
Division of MacLean-Hunter
481 University Avenue
Toronto, ON
M5W 1A7

Firefly Books
3520 Pharmacy Avenue
Unit 1C
Scarborough, ON
M1W 2T8

Fitzhenry and Whiteside
195 Allstate Parkway
Markham, ON
L3R 4T8

Franklin Watts of Canada
20 Torbay Road
Markham, ON
L3R 1G6

Gage Publishing
164 Commander Boulevard
Agincourt, ON
M1S 3C7

General Publishing
30 Lesmill Road
Don Mills, ON
M3B 2T6

Georgia State University
Publishing Services Division
College of Business
Administration
University Plaza
Atlanta, GA
30303

Gerard Saunders & Associates
Box 35684 Station E
Vancouver, BC
V6M 4G9

Ginn and Company
3771 Victoria Park Avenue
Scarborough, ON
M1W 2P9

Globe/Modern Curriculum Press
200 Steelcase Road E.
Markham, ON
L3R 1G2

Gordon Soules
C302-355 Burrard Street
Vancouver, BC
V6C 2G6

Gordon Watt Films
4049 Sheppard Avenue E.
Agincourt, ON
M1S 1S8

Grolier
16 Overlea Boulevard
Toronto, ON
M4H 1A6

G.R. Welch
960 Gateway
Burlington, ON
L7L 5K7

Guidance Associates
Mount Kiscoe, NY
10549

Hobel-Leiterman Productions
43 Britain Street
Toronto, ON
M5A 1R7

Hollinger House
25 Hollinger Road
Toronto, ON
M4B 3G2

Holmes & Meier Publishers
30 Irving Place
New York, NY
10003

Holt, Rinehart and Winston of
Canada
55 Horner Avenue
Toronto, ON
M8Z 4X6

Home Economics Curriculum
Center
P.O. Box 4067
Lubbock, TX
79409

Houghton Mifflin Canada
150 Steelcase Road W.
Markham, ON
L3R 1B2

Household Finance Corporation
of Canada
85 Bloor Street E.
Toronto, ON
M4W 1B4

House of Learning
P.O. Box 152
Stratford, ON
N5A 6T1

Hurtig Publishers
10560 - 105 Street
Edmonton, AB
T5H 2W7

IDEA Centre
418 Wardlaw Avenue
Winnipeg, MB
R3L 0L7

Innovative Education
Oakland University
College of Education
Rochester, MI
48063

Insurance Information Institute
100 Williams Street
New York, NY
10038

Interact
Box 262
Lakeside, CA
92040

International Self-Counsel Press
306 West 25th Street
North Vancouver, BC
V7N 2G1

International Tele-Films
Enterprises
47 Densley Avenue
Toronto, ON
M6M 5AB

International Tele-Films
601 - 1200 W. Pender
Vancouver, BC
V6E 2S9

IPI Publishing
44 Charles Street W.
Suite 4410
Toronto, ON
M4Y 1R8

Irwin-Dorsey
265 Guelph Street
Georgetown, ON
L7G 4B3

Jalmar Press
6501 Elvas Avenue
Sacramento, CA
95819

James Lorimer
35 Britain Street
Toronto, ON
M5A 1R7

J.C. Penney
Educational Relations
Department
1301 Avenue of the Americas
New York, NY
10019

John Wiley & Sons Canada
22 Worcester Road
Rexdale, ON
M9W 1L1

Joint Council on Economic
Education
1212 Avenue of the Americas
New York, NY
10036

Kahl's Incorporated
P.O. Box 126
Kitchener, ON
N2G 3W9

Key Porter Books
59 Front Street E.
Toronto, ON
M5E 1B3

K.G. Saur
175 Fifth Avenue
New York, NY
10010

Kinetic Film Enterprises
781 Gerrard Street E.
Toronto, ON
M4M 1Y5

Kiplinger Washington Editors
Editorial and Executive Office
1729 - H Street, NW
Washington, DC
20006

Ladimer Publications
112 Main Street
Ituna, SK
S0A 1N0

Landing Press
17 Sherwood Way
Landing, NJ
07850

Learning Seed
21250 N. Andover Road
Kildeer, IL
60047

Learning Tree
23 Rangemore Road
Toronto, ON
M8Z 5H8

Les Éditions Protégez-Vous
385 Lebeau Boulevard
St. Laurent, PQ
H4N 1S2

Library Sound Services
111 Martin Ross Avenue
Downsview, ON
M3J 2M1

Life Underwriters Association of Canada
41 Lesmill Road
Don Mills, ON
M3B 2T3

Little, Brown & Co. (Canada)
25 Hollinger Road
Toronto, ON
M4B 3G2

Macdonald-Raintree Canada
2020 King Street E.
Suite 101
Hamilton, ON
L8K 6B9

Maclean-Hunter
8th Floor
777 Bay Street
Toronto, ON
M5W 1A7

Macmillan of Canada
Divison of Gage Publishing
146 Front Street W., Ste. 685
Toronto, ON
M5J 1G5

Magic Lantern (West)
#7, 11771 Horseshoe Way
Richmond, BC
V7A 4V4

Manitoba Department of Co-Operative Development
Woodsworth Building, 9th floor
405 Broadway Avenue
Winnipeg, MB
R3C 3L6

Manitoba Department of Health
Home Economics Directorate
880 Portage Avenue
Winnipeg, MB
R3G 0P2

Marlin Motion Pictures
47 Lakeshore Road East
Mississauga, ON
L5G 1C9

Marvin Melnyk Associates
P.O. Box 200
Queenston, ON
L0S 1L0

McClelland & Stewart
25 Hollinger Road
Toronto, ON
M4B 3G2

McGraw-Hill Ryerson
330 Progress Avenue
Scarborough, ON
M1P 2Z5

Methuen Publications
161 Eglinton Avenue E.
Suite 102
Toronto, ON
M4P 1J5

Michigan Consumer Education Centre
College of Education
Eastern Michigan University
Ypsilanti, MI
48197

Milady Publishers
3839 White Plains Road
Bronx, NY
10467

Monarch Press
3547 Bathhurst Street
Toronto, ON
M6A 2C7

Mottiar Enterprises
151 Snowshoe Crescent
Thornhill, ON
L3T 4N1

Moyer Vico Corporation
25 Milvan Drive
Weston, ON
M9L 1Z1

Musson
30 Lesmill Road
Don Mills, ON
M3B 2T6

National Consumer Council
18 Queen Anne's Gate
London, England
SW1

National Film Board of Canada
P.O. Box 6100
Montreal, PQ
H3C 3H5

Nelson Canada
1120 Birchmount Road
Scarborough, ON
M1K 5G4

New American Library of Canada
81 Mack Avenue
Scarborough, ON
M1L 1M8

Northern Continuity Education
Saskatchewan Continuing Education
Box 5000
La Ronge, SK
S0J 1L0

Northwest Territories Department of Education
P.O. Box 1320
Yellowknife, NT
X1A 2L9

Nova Scotia Department of Mines and Energy
P.O. Box 668
Halifax, NS
B3J 2T3

Odin Press
P.O. Box 536
New York, NY
10021

OISE Press
252 Bloor Street, W.
Toronto, ON
M5S 1V6

Omega Films
133 Manville Road, Unit 19
Scarborough, ON
M1L 4J7

Ontario Association for the Mentally Retarded
1376 Bayview Avenue
Toronto, ON
M4G 3A3

Ontario Government Publications Centre
880 Bay Street, 5th Floor
Toronto, ON
M7A 1N8

Ontario Ministry of Consumer and Commercial Relations
Consumer Information Centre
555 Yonge Street
Toronto, ON
M7A 2H6

Ontario Ministry of Education
Mowat Block, 900 Bay Street
Toronto, ON
M7A 1L2

Oxford University Press
70 Wynford Drive
Don Mills, ON
M3C 1J9

Parker Brothers Games
7883 Keele Street
Box 600
Concord, ON
L4K 1B7

Pendragon
2525 Dunwin Drive
Mississauga, ON
L5L 1T2

Penguin Books
625 Madison Avenue
New York, NY
10022

Penguin Books Canada
2801 John Street
Markham, ON
L3R 1B4

Pilot Books
Pilot Industries
103 Cooper Street
Babylon, NY
11702

PMB Industries Ltd.
1220 Ellesmere Road, Unit #17
Scarborough, ON
M1P 2X5

Prentice-Hall Canada
1870 Birchmount Road
Scarborough, ON
M1P 2J7

Puckerin's Production House
13025 - 149 Street
Edmonton, AB
T5L 2J7

Queen's University
Kingston, ON
K7L 3N6

Random House of Canada
1265 Aerowood Drive
Mississauga, ON
L4W 1B9

Reader's Digest Association
(Canada)
215 Redfern Avenue
Montreal, PQ
H3Z 2V9

Relevant Instructional Materials
P.O. Box 794
Stockton, CA
95201

Resource Centre see Alberta
Consumer and Corporate
Affairs Resource Centre

Richter McBride Productions
Inc.
150 - E 52 Street
New York, NY
10021

Royal Bank of Canada
P.O. Box 6001
Montreal, PQ
H3C 3A9

Sage Publications
275 South Beverly Drive
Beverly Hills, CA
90212

Saskatchewan Consumer and
Commercial Affairs
1811 Smith Street
Regina, SK
S4P 3V7

Scholar's Choice
777 Douro Street
Stratford, ON
N5A 6T9

Scholastic-TAB Publications
123 Newkirk Road
Richmond Hill, ON
L4C 3G5

Science Research Association
(Canada)
707 Gordon Baker Road
Willowdale, ON
M2H 2S6

Simile II
218 Twelfth Street
P.O. Box 910
Del Mar, CA
92014

Simon & Schuster
Simon & Schuster Building
Rockefeller Centre
1230 Avenue of the Americas
New York, NY
10020

Social Planning Council of
Metropolitan Toronto
185 Bloor Street E
Toronto, ON
M4W 3J3

Social Science Education
Consortium
855 Broadway
Boulder, CO
80302

Social Studies School Service
10,000 Culver Boulevard,
Department D14
P.O. Box 802
Culver City, CA
90230

Somenos Publications
Box 5535 Station L
Edmonton, AB
T6C 4E9

Standards Council of Canada
350 Sparks Street
Ottawa, ON
K1R 7S8

Stevens & Shea
325 East Wyandotte
Stockton, CA
95204

Stoddart Publishing
30 Lesmill Road
Don Mills, ON
M3B 2T6

Student Legal Services of
Edmonton
114 Law Centre
University of AB
111 Street & 89 Avenue
Edmonton, AB
T6G 2H5

Technical Handbook Publications
Box 2841
Woburn, MA
01388

Texas Technical University
College of Home Economics
Department of Home Economics
Education
Lubbock, TX
79409

Thomas Allen & Sons
250 Steelcase Road East
Markham, ON
L3R 2S3

Totem Books
100 Lesmill Road
Don Mills, ON
M3B 2T5

Union Printing
17 West Washington Street
Athens, OH
45701

Universal Education & Visual
Arts
Universal City Studios
100 Universal City Plaza
Universal City, CA
91608

University of Connecticut
Cooperative Extension Service
Storrs, CT
06268

University of Guelph
Department of Consumer Studies
Guelph, ON
N1G 2W1

University of Missouri
American Council on Consumer
Interest
240 Stanley Hall
Columbia, MS
65211

Vancouver Sun
2250 Granville
Vancouver, BC
V6H 3G2

Vanier Institute of the Family
151 Slater Street, Room 207
Ottawa, ON
K1P 5H3

Van Nostrand Reinhold
1410 Birchmount Road
Scarborough, ON
M1P 2E7

Virginia Consumer Audio-Visual
Education Project
Virginia Office of Consumer
Affairs
Virginia Department of
Agriculture and Consumer
Services
3016 Williams Drive
Fairfox, VA
22031

Visual Education Centre
75 Horner Avenue
Toronto, ON
M82 4X5

Visual Education Consultants
P.O. Box 52
Madison, WI
53701

West Publishing Co.
Box 3526
St. Paul, MN
55165

Whitman Golden
200 Sheldon Drive
Cambridge, ON
N1R 5X2

William Collins Sons Canada
100 Lesmill Road
Don Mills, ON
M3B 2T5

William E. McLeod
15 Eden Point Drive
Sudbury, ON
P3E 4V6

World Future Society
4916 Street Elmo Avenue
Washington, DC
20014

Xerox Learning Systems
One Pickwick Plaza
Greenwich, CT
06830

AUTHOR/TITLE INDEX

Page

AAKER, DAVID A. 82
ABATE, SUSAN 5
ACCESS Alberta 52, 63, 93
ACKERMAN, JERRY 57
Acquisition of the Consumer Role by Adolescents 27
ACT Guide to Children's Television 105
Adbox: Advertising as Literature, Education, and Persuasion 17
ADLER, RICHARD P. 17
Advanced Grocery Shopping 68
Advertising 23, 25
Advertising Analysis 23
Advertising Box 17
Advertising in Canada: Its Theory and Practice 25
Advertising Techniques and Consumer Fraud 36
Advertising: The Image Makers 18
ADY, RONALD 57
Agency: A Simulation of Competing Advertising Agencies Utilizing Various Communication Skills 24
Agency for Instructional Television 11, 12, 95, 96
Alberta Advanced Education and Manpower 27, 28, 39
Alberta Agriculture 5
Alberta Agriculture. Home Economics Branch 61
Alberta Consumer and Corporate Affairs 5, 15, 52, 63, 93
Alberta Consumer and Corporate Affairs. Consumer Education and Information 5, 18, 28, 39, 40, 52, 63, 72, 80, 82, 83
Alberta Women's Bureau 40
ALBIN, FRANCIS M. 40
Alice in Consumerland 65
ALLAND, GUY 79
Alternative Home Heating 87
Always Bear Left: And Other Ways to Get Things Done Faster and Easier 104
Amazing Life Games Company 101
American Council on Consumer Interests 27
ANDERSON, BRIAN E. 40
ANEMA, DURLYNN 28
ANGELL, JUDIE 83
Apartment Hunting 72
ARDMAN, HARVEY 72
ARDMAN, PERRI 72
ARGUE, ROBERT 86
ARNOLD, STEPHEN 93
Art of Complaining 94
ASH, STEPHEN B. 93
Audio-Visual Resource Notebook for Adult Consumer Education 37
Auto Repair Primer 79
Automobile Insurance 28

BAGNALL, JIM 14
BANNISTER, ROSELLA 5, 100
Barbara Jean's Household Money Tips 104
BARKIN, CAROL 45, 102
BARNOUW, ERIK 18
BARTOS, RENA 25
BASS, JACK 40
B.C. Ministry of Consumer and Corporate Affairs 53, 64
Be Ad-Wise; A Guide to Reading Ads 29
BEARD, JAMES 81
Beating the Used Car Hustle 78
BECK, CONNIE 7
BECKER, NORMAN 73
Before You Die: A Thoughtful and Practical Guide to Planning for Death 80
BENDICK, JEANNE 64, 86
BENDICK, ROBERT 64, 86
BERK, RUTH 81
Bernard Meltzer Solves Your Money Problems 47

BERRY, JOY WILT 41
Better Class of Consumer; An Investigation into Consumer Education in Secondary Schools 5
Bibliography of Resources in Economic Education 97
Bibliography on Material Pertinent to the Informal Economy 96
BIELEFELD, CAROLE 108
BINGHAM, JOAN 69
BINHAMMER, H. H. 101
BLACKWELL, ROGER D. 26
BLOCK, ELIZABETH J. 53
BLOCK, ZENAS 69
BOHN, ROBERT F. 41
BOLSTER, L. CAREY 103
BOREHAM, GORDON F. 96
BOYD, FANNIE LEE 6
BRAITHWAITE, PAUL 62
BRECHER, EDWARD M. 81
BRILES, JUDITH 41
BROWN, J.J. 57
BROWN, KATHLEEN H. 41
BROWNE, DAN 87
BROWNSTONE, DAVID M. 41
BRUNO, JANET 69
Budget Bingo 46
Budget Book and Much More: Managing Your Money Goals, Time, Assets, Vital Records 41
Budget Guides 1983 46
Budgeting 28
Budgeting, Banking and Buying 33
BURNS, MARILYN 69
Buy, Buy 18
Buyer's Guide to Children's Toys and Games 81
Buyer's Handbook for Co-operatives and Condominiums 75
Buying and Caring for Your Car and Insurance for Your Life, Health and Possessions 36
Buying and Selling a Home 75
Buying Insurance: What's The Right Protection For You? 62
Buying on Credit 33
Buying Toys 80
Buying With Sense 7
Buying Your House: A Complete Guide to Inspection and Evaluation 73

Calculate to Save 68
California Department of Consumer Affairs 83
CALLENBACH, ERNEST 6, 87
Calling Captain Consumer 63
Calories: Making Every One Count 89
CAMIEL, REVA 15
CAMPBELL, SALLY 42
Canada Consumer and Corporate Affairs 29, 90
Canada Secretary of State 103
Canada's Economy: An Activity Approach 97
Canadian Automobile Association 64
Canadian Book of Money 42
Canadian Business and Consumer Studies 7, 102
Canadian Commercial Law 86
Canadian Consumer 109
Canadian Family Law 85
Canadian Law 85
Canadian Marketplace; A Consumer Rights Handbook 86
Canadian Trust Industry 103
Canadian Woman's Guide to Money 50
CANARIO, JACK 29
CAPLOVITZ, DAVID 29
Captains of Consciousness 19
Car Keeper's Guide 78
CAREY, MARY 91
Caring for Your Car 35
CARRIERE, DEAN 87
CARSON, ALAN 73

CASE, JOHN ... 100
Cases in Consumer Behaviour ... 19
CATHERWOOD, ROBERT H. ... 42
CAWLEY, LINDA ... 94
CHAKRAPANI, CHUCK ... 58
CHAMBERLAIN, VALERIE ... 16
CHAN, JANIS FISHER ... 29, 30
Changing Times: The Kiplinger Magazine ... 109
CHARLES, CAROLYN ... 101
Chemical Feast ... 71
Children and Money Management ... 42
Children are Consumers Too ... 9
Children's Advertising: A Parent's Workshop ... 18
Chilton's Guide to Consumers' Auto Repairs and Prices: How to Save Money on
Auto Repairs and Accessories ... 79
Choice$, Choice$, Choice$ ... 42
Choosing Toys for Children: From Birth to Five ... 81
Choosing What to Buy ... 64
Clam-Plate Orgy; And Other Subliminals The Media Use to Manipulate Your Behavior ... 21
Classification of Concepts in Consumer Education ... 5
Classroom Money Management Kit ... 42
CLAXTON, JOHN D. ... 26
Clothing, A Basic Need ... 30, 81
COHEN, DOROTHY ... 26
COHEN, JEROME R. ... 42
COHL, KAREN ... 83
COLBY, CURTIS ... 53, 77
COLMAN, CAROL ... 43
COLTMAN, MICHAEL M. ... 73
Comparison Shopping and Caring for Your Personal Possessions ... 36
COMPEAU, MARGARET ... 104
Compendium of Bunk or How to Spot a Con ... 91
Complete Apartment Guide ... 72
Complete Book of Home Inspection ... 73
Complete Buyer's Guide: How to Get More for Your Money ... 64
Complete Car Care Manual ... 77
Complete Consumer Series ... 5
Complete Food Handbook ... 70
Complete Guide to Buying and Owning Your Own Apartment ... 73
Complete Guide to Contracting Your New Home ... 75
Concerning Young Consumers ... 6
Condominium Ownership; A Buyer's Guide ... 75
Condominiums Everywhere: How to Buy, Sell and Own a Condominium ... 76
Confident Consumer ... 42
Cons, Quacks & Frauds ... 91
Conserver Solution ... 89
Conserving Energy in Older Homes; A Do-It-Yourself Manual ... 87
Consumer ... 84
Consumer and Credit ... 53
Consumer Awareness (The Hook) ... 19
Consumer Behavior ... 26
Consumer Behavior for Marketing Managers ... 26
Consumer Behaviour; Adapting and Experiencing ... 27
Consumer Complaints: The Right Way ... 93
Consumer Dissatisfaction with the New Car Purchase: Analysis and Prescriptions ... 93
Consumer Economics ... 31, 45
Consumer Economics and Personal Money Management ... 40
Consumer Economics and Personal Money Management; Instructor's Manual ... 40
Consumer Economics, Making Decisions ... 43
Consumer Education ... 8
Consumer Education: A Review of Recent Developments ... 7
Consumer Education: Buyer Be Wise ... 64
Consumer Education: Buying Right ... 64
Consumer Education for Families with Limited Incomes ... 30
Consumer Education Learning Activities ... 6
Consumer Education Part I: How to Shop Wisely ... 67
Consumer Education Part II: Managing Your Money ... 43
Consumer Education Sourcebook ... 8
Consumer Fraud: Games Con Men Play ... 91
Consumer Game ... 64
Consumer Guide ... 69, 81

Consumer in American Society: Personal and Family Finance . . . 10
Consumer Information . . . 12
Consumer Information Kit . . . 9
Consumer Karate, A Defence Manual for People Who Spend Money . . . 86
Consumer Law . . . 83
Consumer Power - Advertising . . . 19
Consumer Power: Classroom Strategies for Consumer Education . . . 5
Consumer Power - Credit . . . 53
Consumer Power - Whistle Blowing . . . 94
Consumer Reports . . . 79, 87, 92, 109
Consumer Revenge . . . 94
Consumer Satisfaction, Dissatisfaction and Complaining Behaviour: Major Findings and Directions for Action . . . 93
Consumer Skills . . . 10
Consumer Skills: An Annotated Bibliography of Materials for High Schools . . . 9
Consumer Skills: Buying For Immediate Use . . . 65
Consumer Skills: Buying on Credit . . . 53
Consumer Skills for Children: An Annotated Bibliography of Materials for Pre-Kindergarten to Grade Six . . . 9
Consumer Skills for Disadvantaged Adults: An Annotated Bibliography . . . 33
Consumer Sourcebook for the Disabled . . . 29
Consumer Survival Kit . . . 83
Consumer Tapes Unit I, Unit II . . . 65
Consumer Toy Testing . . . 90
Consumerism: Let The Seller Beware . . . 84
Consumerism: Search for the Consumer Interest . . . 82
Consumerland: How High the Mountain? . . . 6, 54
Consumer's Catalog of Economy and Ecology . . . 64, 86
Consumers' Perceptions of Prepurchase Shopping Problems and Solutions: Major Findings and Directions for Action . . . 26
Consumers' Research . . . 109
Consumer's World: It's Your Decision . . . 65
Consuming in the 80's and Beyond . . . 6
Consuming Need to Know . . . 13
Cook's Catalogue . . . 81
COOKE, RONALD J. . . . 30
Cooking in the Classroom . . . 69
Cool Cooking for Kids: Recipes and Nutrition for Preschoolers . . . 71
COOPER, KEN . . . 104
Co-operative Outlooks . . . 103
COSTELLO, BRIAN . . . 43
COUGHLAN, WILLIAM . . . 73
Count Your Change: A Woman's Guide to Sudden, Financial Change . . . 49
Credit . . . 52
Credit Ability . . . 54
Credit Card Bouquet . . . 54
Credit, Debt and Bankruptcy . . . 56
Credit, Get It, Use It, Stretch It, Save It . . . 55
Credit - Handle With Care . . . 55
Credit Management in Canada: Instructor's Guide to Workbook . . . 55
Credit Management in Canada: Student's Workbook . . . 55
Credit Management in Canada: The Philosophy and Practice of Consumerism, Financial, and Mercantile Credit Granting and Collections . . . 55
Credit Squeeze . . . 54
Credit: Using Other People's Money . . . 57
Credit Wise, A Guide to Consumer Credit . . . 54
CRONE, TOM . . . 19
CSA & The Consumer . . . 109
CUNNINGHAM, CHET . . . 77
Current Consumer and Lifestudies . . . 109
Cut Your Grocery Bills in Half: Supermarket Survival . . . 71

DAKAN, PEGGY . . . 69
DAVIS, JOSEPH C. . . . 73
DAY, FRASER . . . 87
DAY, GEORGE S. . . . 82
DE BRUICKER, STEWART F. . . . 19
Decide for Yourself: One Hundred Cases in Consumer Choice . . . 8
Decision: A Values Approach to Decision-Making . . . 14
Decisions, Decisions . . . 13

Decisions...The Simulation Game of Goals...Choices...Values 13
DENENBERG, HERB 65
Department of Northern Saskatchewan 35
Developing Values 13
Directory of Consumer Education Programs in Canada - 1982 11
DOLAN, EDWARD F. 15
DOLGIN, PHYLLIS 65
Dollars and Cents Consumer Program 8
Dollars and Sense: A Guide to Personal Money Management 50
Don't Bank on It 102
Don't Die Broke! A Guide to Secure Retirement 37, 50
Don't Get Taken Every Time: The Insider's Guide to Buying Your Next Car 79
DORFMAN, JOHN 58
Doublespeak Box: Reading the Information Environment 19
DOWN, EDITH 69
Down to Earth: City Living 87
DOYLE, RODGER P. 70
DRACHE, ARTHUR B.C. 43
Drive it Forever; Your Key to Long Automobile Life 79
DUNCAN, GREG J. 98
DUNLOP, ROBERT 73
DUNNAN, NANCY 43

Early Childhood Education: Perceptions of Programs and Children's Characteristics 38, 107
EASTERLY, J. L. 13
Economic Concepts and Issues 97
Economic Education Experiences of Enterprising Teachers 98
Economic Issues for Consumers 98
Economics Deciphered: A Layman's Guide 98
Economics for Consumers 97
Economics in the Marketplace 97
Ecotopian Encyclopedia for the 80's; A Survival Guide for the Age of Inflation 6, 87
EDELHART, MIKE 15
EDMONSTON, PHIL 77, 94
Effective Insurance: A Guide for Buyer and Seller 62
Effects and Functions of Television: Children and Adolescents: A Bibliography of Selected Research Literature, 1970-1978 104
Effects of Television Advertising on Children 17
Electronic Funds Transfer: An Annotated Bibliography 101
ELRICK, THOMAS F. 104
Energy Carol 88
Energy Saver's Handbook for Town and City People 88
Energy Systems Handbook 89
ENGEL, JAMES F. 26
Every Woman's Money Book 51
Everybody's Money 109
Everyone's Guide to Basic Banking 47
Everything the Beginner Needs to Know to Invest Shrewdly 60
EWEN, STUART 19
Exploring Stores: A Teacher's Guide to Investigating Shopping Centres 104

Family Financial Management 49
Family Investment Guide 58
FEATHER, NORMAN T. 13
FENDELL, BOB 77
FENWICK, IAN 26
FETTERMAN, ELSIE 55, 65
Fight Back! And Don't Get Ripped Off 94
Fight That Ticket In Alberta 94
Fighting Back; A Consumer's Guide for Getting Satisfaction 95
Financial Freedom on $5 a Day 59
Financial Planning Education: A Challenge for Teachers, Trainers, and Institutions 43
Financial Savvy for Singles 43
Financial Survival in the Age of New Money 60
FINCH, ROBERT E. 49
Finding a Good Used Car 30
Finding a Place to Live 73

Finding Housing ... 31
Finding, Renting and Furnishing a Place of Your Own ... 33
First Time Out: Skills for Living Away from Home ... 15
FLETCHER, WILLIAM ... 30
Food 101: A Student Guide to Quick and Easy Cooking ... 72
Food Additives Book ... 70
Food for a Small Planet ... 88
Food Inflation Fighter's Handbook ... 70
Food - Of Consuming Interest ... 72
Food Talk; Background Kit ... 29
For Sale by Owner ... 75
For Sale by Owner Guide ... 77
FORKNER, JERRY ... 6
FOSSEL, PETER V. ... 88
FRANKE, MONTE ... 73
FRASER, RICHARD G. ... 7
Fraud and Deceit: How to Stop Being Ripped Off ... 92
Frauds and Hoaxes ... 92
FREMES, RUTH ... 70
FREYDBERG, NICHOLAS ... 70

GALLAGHER, JOHN ... 44
Gender Advertisements ... 20
GERMAN, DONALD R. ... 44
GERMAN, JOAN W. ... 44
Get Smart! Make Your Money Count ... 58
Get Your Money's Worth ... 66
Getting a Better Buy in a Used Car ... 77
Getting Down to Basics About Advertising ... 19
Getting from Twenty to Thirty: Surviving Your First Decade in the Real World ... 15
Getting Help; A Guide to Community Services ... 29
Getting More for Your Money ... 66
Getting Your Money's Worth From Home and Real Estate Professionals ... 80
Getting Your Money's Worth From Home Contractors ... 80
GILSON, CHRISTOPHER ... 94
Give & Take ... 11, 95
GLASNER, LYNNE ... 37, 38
GLAZIER, RAY ... 66
GLICKMAN, ARTHUR P. ... 92
GOBLE, DOROTHY ... 30
GODAVARI, SIGRUN NORMA ... 101
GOEBEL, KAREN P. ... 27
GOFFMAN, ERVING ... 20
GOLANKA, NANCY ... 62
GOLDENBERG, DAVID M. ... 84
Good Buy! Buying Home Furnishings ... 37
Good Buys: Alternatives to Shopping Malls ... 66
Good Cents: Every Kid's Guide to Making Money ... 101
Good For Me; All About Food in 32 Bites ... 69
GOODMAN, JOEL ... 14
GOODMAN, LARRY ... 66
GORDON, LELAND ... 97
GOTTSELIG, CHERYL ... 84
GRAEDON, JOE ... 81
GRANGER, ALIX ... 102
GREBEL, ROSEMARY ... 35
GREEN, HAYDEN ... 7
GRENBY, MIKE ... 44
GRUBER, BARBARA ... 104
Guarantees and Warranties ... 63
GUEULETTE, DAVID G. ... 104
Guide to "Give & Take" ... 11, 95
Guide to "On the Level" ... 12, 95
Guide to "Trade-Offs" ... 12, 95
Guide to Simulations/Games for Education and Training ... 105
Guide to Wise Consuming: A Text-Workbook ... 7
Guides for Family Budgeting... ... 35

HALL, E. CARL 10
Hall, Mary Bowen 44
HAMMOND, FRANKLIN 104
Handbook of Business Terminology 102
Handbook of Consumer Education: A Guide for Teaching Process and Content 6
Handling Your Money 44
HARASIM, MARY 84
HARDY, C. COLBURN 44
HARNISH, PAUL 70
HARRIS, MARION 35, 106
Harry J. Woods Is At The Door 20
HARTY, SHEILA 20
HATCH, JAMES E. 58
HATTAN, HAP 44
Health Quackery: Consumers Union's Report on False Claims, Worthless Remedies and Unproved Therapies 92
Help Yourself: Choices in Food and Nutrition 70
Helpful Hints for Hard Times 44
Helping Children Help Themselves 5
HEMINGWAY, PATRICIA DRAKE 79
HENNEY, R. LEE 31, 45
Henry B. Zimmer's Money Manager for Canadians 61
Herb Deneberg's Smart Shopper's Guide 65
HERRICK, TRACY G. 45
HERZOG, BETTY 31
HILL, PAUL G. 75
Home of Your Own for the Least Cash: The Home Buyer's Guide for Today 74
Home Safe Home 90
Homeowner's Guide for the 80's 76
Homeowner's Guide to Buying, Evaluating and Maintaining Your Home 75
Homes and Lifestyles: The Choice is Yours 16
Homes We Live In 74
Hometrics 108
HORN, ROBERT E. 105
HOROWITZ, DAVID 94
Household Finance Corporation. Money Management Institute 45
Househunt, A Simulation Game 74
Housing: Decision-Making; Transparencies and Masters 74
Housing, Home Furnishings and Equipment 31
How to Avoid the 10 Biggest Home-Buying Traps 76
How to Buy a Car: A Former Car Salesman Tells All 78
How to Get 50,000 More Miles Out of Your Car 78
How to Get Started When You Don't Know Where to Begin 16
How to Grow a Hundred Dollars 102
How to Invest Your Money and Profit From Inflation 59
How to Leave Home - and Make Everybody Like it 15
How to Make Your Car Last a Lifetime 77
How To Make Your Money Work For You 40
How to Profit from the Money Revolution 59
How to Profit from the Next Canadian Real Estate Boom 61
How to Protect What's Yours 62
How to Sell Your Own Home: Plus Expert Advice on How to Buy 76
How to Succeed in the Business of Finding a Job 107
How to Teach Your Children About Money 49
HOYT, PATRICIA 16
Hucksters in the Classroom: A Review of Industry Propaganda in Schools 20
HUGGINS, KENNETH 14
HUGHES, ALAN 74

If Wishes Were Horses 52
Independent Living for the Handicapped and the Elderly 32
Inflation: Consumers Counter The Cost of Living: A Consumer Education Module for Grades 10-14 100
Inflation: The Canadian Experience 100
Inflation-Wise: How to do Almost Everything For Less 46
Informed Consumer: An Annotated Bibliography 9
Inspecting a House: A Guide for Buyers, Owners and Renovators 73
Insurance 33, 61
Interact, Unit I 55
Interact, Unit II 29

Interact, Unit III 84
Investment Management in Canada 58
Invisible Additives: Environmental Contaminants in Our Food 71
Invisible Bankers: Everything The Insurance Industry Never Wanted You to Know 62
IRWIN, ROBERT 74
ISACSON, ORJAN E. 89
It Makes Good Cents 66
It's a Deal! The Law as a Tool 85
It's All On the Label: Understanding Food, Additives, and Nutrition 69
It's New ... It's Neat ... It's Obsolete 20
It's Your Future: The Canadian Guide to Estate Planning 43
It's Your Money 40

JACKSON, JUDITH 97
JACKSON, ROBERT W. 55
JAMES, ELIZABETH 45, 97, 102
JAMES, JACK D. 94
JANES, JODITH 48
JAQUA, IDA 71
JARRARD, MARGARET 66
JENNINGS, W. H. 85
JENNINGS, WILLIAM E. 97
JOHNSON, BERT 55
JOHNSTON, WILLIAM L. 31
JOSELOW, FROMA 66
JOSEPH, JAMES 78
Joyless Economy: An Inquiry into Human Satisfaction and Consumer Dissatisfaction 27
Just Pennies A Day 20
Justice in The Marketplace 85

KABAN, BARBARA 81
KAUFMAN, JEANNE V. 61
KAYE, EVELYN 105
Kebekio and Tom Thumb 22
Keeping up With the "Jones"es/The Cashless Society 100
Keeping Warm: A Sensible Guide to Heat Conversion 88
KELLEY, MICHAEL R. 105
KELLY, JOAN 16
KELMAN, STEVEN G. 58
KELSEY, KEENAN COLTON 31
KEY, WILSON BRYAN 21
Kid's Guide to the Economy 99
Kid's TV Guide 107
KIDD, RONALD 16
Kids in Cars; Child Restraints: Special Report 90
Kids 'N Catalogs 107
KIEV, PHYLLIS EVE 74
Killing Us Softly 21
KING, CAROL, L. 7
KING, ELAINE 74
KLINGER, JUDITH L. 70
KNOTT, LEONARD 80
KOBERG, DON 14
KOWALCHUK, LADIMER 75
KRAMER, ANNE 81
KRANTZ, HAZEL 102
KRONBY, MALCOLM C. 85
KWEKKEBOOM, JOHN D. 7, 102

LA BRECQUE, CLAUDE X. 102
LANDAU, ELAINE 45
Landlord/Tenant Rights in Alberta 84
Landlords and Tenants: Rights and Responsibilities 82
LANSKY, VICKI 71
LAPPIN, MYRA 32
Layman's Lawbook 85
LAZARUS, MORDEN 32
Le Riche, W. Harding 71

Learning About Our Economy 97
Learning Activity Packages 7
Learning How to Learn: Applied Theory for Adults 106
Learning to be a Wise Consumer 8
Leases and Landlords: Apartment Living 37
LEE, STEPHEN JAMES 75
LEE, STEWART M. 97
Lemon-Aid: New Car Guide 77
Let the Buyer Be Aware: Consumer Rights and Responsibilities 65
Let the Buyer Be Aware: Valuable Skills for Consumers, Parents and Teachers in the 80's 14
Let the Buyer Beware 67
Lethbridge Community College. Division of Continuing Education 8
Let's Go Shopping 67
LETOURNEAU, REGINALD S. 100
LEVERING, ROBERT 78
LEVI, MAURICE D. 98
LEWIS, YOLANTA 75
Liability Insurance 32
Licit and Illicit Drugs 81
Life Experience Training, Education for Living Curriculum 32
Life Insurance and You: A Handbook for Consumer Protection 62
Lifestyles: Options for Living 16
Lifetime Book of Money Management 51
LITTLE, JEFFREY B. 58
Looking at Consumer Credit 57
Looking at the Consumer 11
Looking at the Driver's Seat 78
Looking at the Market Place 7
Lost in the Fine Print 63, 93
Love and Money: What Your Finances Say about Your Personal Relationships 43
LOVELESS, CHERI 71
LUCIA, NANCY FARRELL 5
LUCY, ANDREW 75
LUNGMUS, DOROTHY 8

MACDONALD, DIANNE 31
MACDONALD, JOHN 67
MACFARLANE, LYNNE 51
MACINNIS, J. LYMAN 58, 102
MACKEVICH, GENE 59
MAEDKE, WILMER O. 8
Mail Order Buying 63
Making It On Your Own 16
Making Money in Inflation, Deflation and Recession 57
Making the Most of Your Money: Consumer Education Materials for Use With Northern Native People 28
Making Up Your Own Mind; A Children's Book about Decision Making and Problem Solving 15
Making Your Choice Count; Economic Principles for Everyday Decisions 98
Managing Your Money 45
Managing Your Own Money 49
Managing Your Own Money: A Self-Teaching Guide 51
Manitoba Department of Health. Home Economics Directorate 46
Manual of Death Education and Simple Burial 80
MAPLETON, DAVID H. 55
MARFUGGI, JOSEPH R. 99
Market Highlights 110
Market Madness 59
Marriage and Family Law In Alberta: The Rights of Husbands, Wives, Children and Common Law Spouses 85
MARSHALL, BRIAN 86
Master Your Money; A Guide to Budgeting 38
Mathematics In Life: Skills, Consumer and Career Applications 103
Matter of Time: No Place to Go/It All Adds Up 27, 39
Matter of Time: Pre-Retirement Leader's Guide 28, 39
MAY, ELIZABETH ECKHARDT 32
MCBEAN, JEAN 85
MCCLENAHAM, PAT 71
MCCLINTOCK, MIKE 80

MCCORMICK, HELEN 66
MCLAUCHLAN, CHRISTOPHER A.B. 46
MCLEOD, WILLIAM E. 59, 62
MCLLQUHAM, W. REID 11
McMILLAN, CONSTANCE VAN BRUNT 33
MCNEILL, JOSEPH G. 75
MCNEILL, PATRICIA 86
Medicine Show 79
MEEKS, CAROL B. 75
MELLERS, TOM 47
MELTZER, BERNARD 47
MICHAELSEN, HILA 15
Microcomputers for Adult Learning: Potentials and Perils 104
Middleman 59
MIGUEL, RICHARD V. 14
Mike Grenby's Money Book: How to Survive Canada's Inflation 44
MILES, BETTY 88
MILLER, JAMES W. 8
MILLER, RODGER L. 98
MILLS, H. 47
Mind Benders 24
Mobile Homes: What You Need to Know Before You Buy 75
MOFFAT, PETER C. 97
Mom Buy Me That! 18
Money and Banking 102
Money and Banking: Analysis and Policy in a Canadian Context 96
Money, Banking and the Canadian Financial System 101
Money Book 47
Money Diet: How to Save Up to $360 in 28 Days 49
Money Go Round 36
Money Go Round and Other Money Matters 98
Money Hang-Ups 50
Money in Your Life: A Teaching Aid on Basic Economics for Grades 4 Through 8 47
Money Jungle 46
Money-Making Ideas for Retirees 30
Money Management Filmstrip Library 47
Money Management Information Source Book 48
Money Management Institute 55, 67, 71, 78
Money Management Library 67
Money Marketplace: A Teacher's Guide to Consumer Credit 53
Money Matters For Women 51
Money Phases: The Six Financial Stages of a Woman's Life 41
Money-Saving Guide to Energy in the Home 87
Money Talks, or - You've Got to Have a Plan, Man! 47
Money Talks: A Workshop for Parents on Teaching Children to Manage Money 39
Money Tree 56
Money Workbook for Women: A Step-by-Step Guide to Managing Your Personal Finances 48
Money Works 47
MONSMA, CHARLES 5
More Food for Our Money: Food Planning and Buying 37
More for Your Money; A Guide to Comparison Shopping 31
More For Your Money! Personal Finance Techniques to Cope with Inflation and the Energy Shortage 49
More for Your Money: How to Increase Your Spending Power Up to 20% Without Increasing Your Income 44
MORGAN, ERNEST 80
MORGAN, JAMES N. 98
Mortgages and Foreclosure: Know Your Rights 84
Mosaic of Family Studies 105
MOSCHIS, GEORGE P. 27
Moving Out 15
Moving Target, What Every Marketer Should Know About Women 25
MOYSEY, JOANNE 105
Mr. Badwrench: How You Can Survive The $20 Billion-A-Year Auto Repair Rip-Off 92

N.U.T.S. & B.O.L.T.S. Manual 94
NAPPI, ANDREW T. 98
Need a Doctor? 32
NELSON, WAYNE F. 59
New Money Dynamics 60

Nickels, Dimes and Dollars 9
Nicole Parton's 2nd Answer Book 105
No-Nonsense Guide to RRSPs/RHOSPs and Other Tax Shelters 58
Northern Dollar; A Handbook for Basic Money Management 33
Nova Scotia Department of Mines and Energy 89
Numis 98
Nutriscore: The Rate-Yourself Plan for Better Nutrition 70

OCKO, JUDY YOUNG 66
ODDY, RUSSELL 75
On the Level 12, 95
On Your Own 14, 17
On Your Own: A Classroom Money-Management Kit 56
One Earth: Two Worlds 70
O'NEILL, RICHARD W. 76
O'NEILL, SHEILA A. 33
Only Money Book for the Middle Class 44
Ontario Ministry of Consumer and Commercial Relations 9, 33, 34, 56
OPPENHEIM, IRENE 10, 34
Other Side of the Coin 83
O'TOOLE, JOHN 21
Owl Who Gave a Hoot 34, 92

Parent's Guide to Television; Making The Most of It 105
PARKER, ALLAN A. 56
Parsimony: The Game of Money Management 48
Partnering: A Guide to Co-owning Anything from Homes to Home Computers 67
PARTON, NICOLE 105
PATTERSON, JEFFREY 35
Pay by Check; A Guide to Checking Accounts 30
Pay Later 56
Payday: Where Does All The Money Go 48
PEARSON, CRAIG M. 99
PEI, MARIO 21
PENN, NORGINA W. 37
Penny Power 110
People's Pharmacy - 2 81
Personal and Family Finance 41
Personal and Family Financial Planning for Multicultural Adults 38
Personal Finance 42, 56
Personal Finance for Canadians 41
Personal Financial Management 40
Personal Financial Survival: A Guide for the 1980s and Beyond 41
Personal Investing 60
Perspectives on Women: Study Guide on the Status of Women 103
Persuasion Box 22
PHILLIPS, CAROLE 48
Pills That Don't Work 82
PIM, LINDA R. 71
PINER, RICHARD 86
Pink Pebbles: How Money Began 99
PISESKY, SHARON 69
Pitch: How to Analyze Ads 22
Place to Live - Mobile Homes 72
PLOUTZ, PAUL F. 22
Plug-In Drug; Television, Children, and the Family 108
POGRAND, PHYLLIS 35
Poor Pay More: Consumer Practices of Low Income Families 29
PORTER, SYLVIA 48
Power of Money Dynamics 60
Practical Guide to Financial Planning for Retirement 35, 48
Premarriage Money Management Course 46
Preparing to Live on Your Own 16
Prescription Drug Money Saver 81
Presenting a Case for Consumer Education 10
PRICE, RAY G. 99, 100
PRIMAVERA, JOANNE 35
Promises 22
Protect Yourself 110

PUCKRIN, DAVE 14
PUCKRIN, LORRETTA 14
Purchase and Care of Clothes 34
Purchase and Care of Food 34
Put Your Money Down: Buying on Credit 38

Québec. La Société du Consommation. 22
QUELCH, JOHN A. 26

RANK, HUGH 22
RATHS, LOUIS 14
Read Before You Write 67
Reading and Evaluating Financial Reports 103
Real Estate Buying/Selling Guide for Alberta 76
REDDING, JAMES L. 70
REES, ALAN M. 48
REGAN, ELLEN M. 35, 106
Renting it Right 37
Report on Consumer Outreach '80 34
Report on Television Advertising to Children 22
Reshaping Your Investment Strategies for the 1980s 61
Resort Condos and Timesharing: Buyer Beware 73
Resort Timesharing: How You Can Invest in Inflation-Proof Vacations for Life 60, 76
Resource Book to Accompany "What's to Eat?" 69
Responsive Chord: How Radio and TV Manipulate You 23
RICCIO, DOLORES 69
RIDEOUT, EDWARD H. JR. 89
RIEDEL, MANFRED G. 99
Rip Off: A Consumer Education Game 22
Rising Prices: Why Inflation Hasn't Been Licked and Why it May Never Be 101
RITCHIE, J.R. BRENT 26
ROBINSON, H. LUKIN 101
ROMAN, JOHN C. 49
ROSENBERG, JEROME R. 49
ROSENTHAL, LOIS 67
ROSS, JAMES R. 78
ROTCHSTEIN, JANICE 49
ROTHCHILD, JOHN 89
Runaway Inflation! 60, 101

SABRY, ZAK 70
Safe Toy Environments 82
SALSBURG, BARBARA 71
SANFORD, DAVID 94
Saskatchewan Co-operation and Co-operative Development 103
Saskatchewan Consumer and Commercial Affairs 10, 15, 23, 35, 36, 72
Save the Earth! An Ecology Handbook for Kids 88
Savy Shopper; Your Guide to Saving Money at Department, Specialty and All
Retail Stores 66
SCHATZ, GAIL 6
SCHILLER, MARGERY K. 65
SCHIMDT, RICK 94
Scholastic Scope Magazines 92
SCHRANK, JEFFREY 23
SCHWARTG, TONY 23
SCHWARZ, MEG 23
SCITOVSKY, TIBOR 27
Seeing Through Commercials 23, 24
SELLERS, NANCY 36
Sharing an Apartment 28
SHILLING, DANA 95
SHIRTS, R. GARRY 99
Shop Hop 64
Shopping at Home: Catalog and Mail Order Buying 68
SHULMAN, LAWRENCE 106
SHULMAN, MORTON 59
SHUPP, GARY L. 92
SHURTZ, ANN 37

SIKORSKY, ROBERT ... 79
SILBER, NORMAN ISAAC ... 91
SINGER, DOROTHY G. ... 106
SIVERD, BONNIE ... 49
Six Billion Dollar Sell ... 24
Skills of Helping Individuals and Groups ... 106
Smart Shopper's Guide to Food Buying and Preparation ... 69
Smart Spending Guide for Teens ... 45
SMITH, CATHY ... 72
SMITH, JEROME F. ... 60, 101
SMITH, ROBERT M. ... 106
SNYDER, J. CHRISTOPHER ... 40, 49
SNYDER, SARAH ... 37
So You Want to Use Credit? ... 57
Solar House For a Cold Climate ... 87
SOLOMON, LAWRENCE ... 89
Something Borrowed, Something Blue ... 52
Spend, Spend ... 24
Sponsor: Notes on a Modern Potentate ... 18
Standards Are For Living ... 106
STAPENHURST, FREDERICK ... 50
STARKEY, CAROLYN ... 37
Starpower ... 99
Start with $1,000: Do-It-Yourself Investing for Canadians ... 57
Starting Early ... 10
STAUNTON, EDMUND G. ... 97
STEWART, GEORGE C. ... 76
STILES, TOM ... 68
STILLMAN, RICHARD J. ... 49
Stop Burning Your Money: The Intelligent Homeowner's Guide to Household Energy Savings ... 89
Stop Polluting, Start Conserving ... 89
STOVALL, RUTH ... 6
Stretching Food Dollars ... 36
Student Handbook for "On the Level" ... 12, 96
Subliminal Seduction ... 21
SUGLIA, ANTHONY T. ... 98
SULLIVAN, BETTY ... 27
Super-Insulated Retrofit Book: A Homeowner's Guide to Energy-Efficient Renovation ... 86
Supermarket ... 66
Supermarket Shopping: A Guide to Grocery Store Services ... 68
Survival: A Guide to Living on Your Own; Text and Teacher's Manual ... 16
Survival After Highschool ... 17
Survival Skills: Living on Your Own ... 17
SUTHER, JOHN W. ... 92
SUTTON, REMAR ... 79
SWARTZ, MELVIN JAY ... 37, 50
SWEET, ROBERT ... 24
Swindle! ... 93
Sylvia Porter's New Money Book for the 80's ... 48
Sylvia Porter's Your Own Money: Earning It, Spending It, Saving It, Investing It, and Living On It In Your First Independent Years ... 48
System v Consumer Education In-Service Program ... 10

Takin' Care of Business ... 50
Taking Charge of Your Money ... 40
Taming of the C.A.N.D.Y. Monster ... 71
Tax Shelters for Canadians; Choose with Care! ... 59
TAYLOR, PHOEBE ... 107
Teacher's Kit: Your Money Matters ... 50
Teaching Taxes ... 100
Teaching Television: How to Use TV to Your Child's Advantage ... 106
TERINGO, ROBERT ... 24
Test and Protest: The Influence of Consumers Union ... 91
THELAN, JUDY ... 57
This Business Called Media ... 101
This is Freud ... 93
Those Mail Order Millions ... 103
THYPIN, MARILYN ... 37, 38
TIBBETTS, JOHN W. ... 38

TIERNEY, FRANCIS 62
Tighter House 90
Time and Money Too! 15
Time of Your Life: A Guide to Pre-Retirement Planning 28, 39
Timesharing Properties: What Every Buyer Must Know 74
Timing: How to Profitably Manage Money at Different Stages of Your Life 45
To Buy or Not to Buy 68
To Buy...Or Not to Buy 35
To Learn/To Think: Curriculum Materials for the Kindergarten 35, 106
TOBIAS, ANDREW 62
Tommy's First Car 79
Top Tips from "Consumer Reports": How to Do Things Better, Faster, Cheaper 107
TORBET, LAURA 44
Toward a Quality of Living 89
TOWNSEN, MONICA 50
Toy Report: A Buyer's Guide to Toys 38, 82
Trade-Offs 12, 96
Transparencies for General Business for Everyday Living 99, 100
Trebedies Island 99
TREBILCOCK, MICHAEL J. 86
TROELSTRUP, ARCHIE WILLIAM 10
Trouble with Advertising 21
TROWBRIDGE, KEITH W. 60, 76
Trust Companies Institute of Canada 103
TUCCILLE, JEROME 60
TV & Teens; Experts Look at the Issues 23
TV - Impact on Children: What Are the Issues? 106

Uluschak's Marketplace 5
Understanding Advertising 24
Understanding Inflation 100
Understanding Money 97
Understanding Wall Street 58
Urbanissimo 90
Use It, Use It Up 90
Used Car Dealers - See How They Operate 79
Using The Metric System 107

Values 14
Values and Teaching: Working with Values in the Classroom 14
Values in Education and Society 13
Values Tech 14
VAN CASPEL, VENITA 60
VENDOR, A. 76
Vitamin Book 69
VOSBURG, R.E. 11

WAGGONER, NEVA R. 32
WAHLSTROM, MERLIN W. 38, 107
WARD, JOANNE E. 57
WATKINS, A.M. 76
Weasel Words: The Art of Saying What You Don't Mean 21
WEBER, LOUISE 107
WEBER, M.C. 107
WEERES, KENNETH W. 50
WEINSTEIN, BOB 50
WEINSTEIN, GRACE W. 51
WESLEY, JOHN 24
WESTBY-GIBSON, DOROTHY 38
What Everyone Should Know About: Advertising & Comparison Shopping 31
What Everyone Should Know About: Budgeting 35
What Everyone Should Know About: Checking Accounts 27
What Everyone Should Know About: Housing and Paying for a Car 31
What is Credit? Should I Use Credit? 55
What To Do When Your Mom or Dad Says ... "Earn Your Allowance!" 41
"What's Going on Here?" A Study of Media and Propaganda 19
What's to Eat? 69
Wheels and Deals: Buying Cars and Motorcycles 77

Wheels, Deals, and You 78
WHITE, ELLEN 51
Who Put The Con in Consumer? 94
Who's Responsible for Product Safety? 91
Why Consumer Education? 11
Why We Use Money 99
WIDICUS, WILBUR W. 60
Wigder's Guide to Over-the-Counter Drugs 82
WIGDER, H. NEIL 82
WILLIAMS, GORDON 60
WILLIAMSON, CYNTHIA 76, 77
Wills for Alberta: How to Make Your Own Will 84
WILSON, RACHEL 38
WILT, JOY 15, 107
WING, CHARLES 90
WINN, MARIE 108
Winning the Money Game 51
WINTER, WILLIS L. 25
Wise and Responsible Consumership 68
WOLFE, SIDNEY M. 82
Woman's Guide to Buying Houses, Co-ops and Condominiums 74
Woman's Guide to Credit 53
Woman's Money Book: How to Make Your Money Grow 59
Women in Need: A Source Book 27
WOOD, JOHN C. 11
WOODBURN, H. DOUGLAS 103
WOODS, WALTER A. 27
Word From Our Sponsor or My Friend Alfred 83
Worms for Sale 102
WRIGHT, JOHN S. 25
WYLIE, BETTY JANE 51

You and Your Automobile Insurance 62
You and Your Home Insurance 63
You and Your Money 30
You and Your Rights: A Practical Guide for All Canadians 86
You Irresistible You 25
You, The Buyer 37
You, The Consumer 25
YOUNG, LORELLE 108
Your Credit Is Good Unfortunately 57
Your Financial Plan 45
Your Food Dollar 71
Your Guide for Teaching Money Management 39, 51
Your Money and How to Keep It 43
Your Money and Your Life: Planning Your Financial Future 44
Your Money: How to Make the Most of It! 42
Your Move 105
Youth and the Media Marketing 25

ZARRY, PETER T. 25
ZEIGLER, SHERILYN 25
Zimmer's 1983 Canadian Tax and Investment Guide 61
ZIMMER, HENRY B. 61
ZIMMERMAN, GARY 51
ZUBER, THOMAS G. 85

100 Pounds of Popcorn 102
222 Ways to Save Gas and Get the Best Possible Mileage 77